MANUAL OF

NAVY ENLISTED MANPOWER AND PERSONNEL CLASSIFICATIONS AND OCCUPATIONAL STANDARDS

VOLUME I

NAVY ENLISTED CLASSIFICATIONS

(NECs)

NAVPERS 18068F

JULY 2016

TABLE OF CONTENTS

Navy Enlisted Occupational Standards

PART A

Page

Table of Contents i

Promulgation Letter ii

Summary of Changes iii

Listing of Publication Dates v

Introduction 1

Naval Standards 7

Occupational Standards ..... SEE PART B

Appendices — Page

A – Criteria and Guidelines for Proposing Changes to the Enlisted Rating Structure A-1

B – Occupational Fields and Associated Ratings B-1

C – Navy Enlisted Billet Classification (NEBC) Structure C-1

D – Schedules for Occupational Standards (OCCSTDs) Revisions D-1

E – Rating Advisors E-1

F – Criteria and Guidelines for Recommending Changes to Standards F-1

PART B

Occupational Standards (OCCSTD), Chapters 1- 79

DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON DC 20350-2000

1211
Ser N13/191
21 Oct 2016

From: Director, Military Personnel Plans and Policy Division (N13)
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)

Subj: PROMULGATION OF VOLUMES I AND II OF THE MANUAL OF NAVY ENLISTED MANPOWER AND PERSONNEL CLASSIFICATIONS AND OCCUPATIONAL STANDARDS (NAVPERS 18068F) FOR OCTOBER 2016

Ref: (a) OPNAVINST 1223.1C
(b) NAVPERS 18068F

1. In accordance with reference (a), Volume I of reference (b) is the official manual of Navy Occupational Standards (OCCSTDs) and Volume II of reference (b) is the official manual of Navy Enlisted Classifications (NECs). This edition includes the latest information available at the time of revision.

2. The manual's effectiveness is in occupationally defining the work performed by enlisted personnel and providing correct and timely identification of skilled personnel and requirements dependent upon the interactive support of all command echelons. Commands are encouraged to forward recommendations for establishments, revisions, or disestablishments in accordance with reference (b) (Appendix-A).

3. The Bureau of Naval Personnel (BUPERS) CD-ROM will be distributed semi-annually. Requests to have an activity added to the CD-ROM automated distribution list should be addressed to:

Department of the Navy
Navy Personnel Command
Attn: PERS-532D
5720 Integrity Drive
Millington, TN 38055-0532

and contain the following pertinent information:

Standard Navy Distribution List Number (SNDL)
Activity Name, Acronym, and UIC
Address
Attention Code
Point of Contact with phone number
Number of CDs requested with justification

E-Mail address corrections to: BUPERSWEB/CD@navy.mil

JOHN B. NOWELL, JR.
Rear Admiral, U.S. Navy

SUMMARY OF CHANGES

NAVPERS 18068F is published quarterly (JAN, APR, JUL, and OCT) to provide updated standards information in a timely manner. Specific revisions within Part A will be identified by yellow shaded print within the manual. In Part B, rating chapter cover pages are annotated with a specified change number (e.g., CH-33) if the rating was updated.

PART A
CONTENTS

ADDITIONS

- None

REVISIONS

- Listing of Publication Dates, page v – vi

DELETIONS

- None

PART B
OCCUPATIONAL STANDARDS (OCCSTDs)

RATING / SERVICE RATING UPDATES

Chapter	ShortTitle	LongTitle
7H	AM	Aviation Structural Mechanic
7H	AME	Aviation Structural Mechanic (Safety Equipment)
32G	ETV	Electronics Technician, Submarine, Navigation
34G	FC	Fire Controlman
59G	OS	Operations Specialist
73F	STG	Sonar Technician (Surface)

PART B
OCCUPATIONAL STANDARDS (OCCSTDs) (cont'd)

RATING DISESTABLISHMENT(S)

Deleted			Absorbed by	
Chapter	ShortTitle	Title	Chapter	ShortTitle

- None

RATING(S) / SERVICE RATING(S) ESTABLISHMENTS

Chapter	ShortTitle	Title

- None

Navy Enlisted Billet Classification (NEBC) Structure

NEBC NAME CHANGE(S)

Rating	Job Code	New Title

- None

NEBC ESTABLISHMENT(S)

Rating	Job Code	Title

- None

NEBC DISESTABLISHMENT(S)

Rating	Job Code	Title

- None

LISTING OF PUBLICATION DATES

CHAPTER	RATING	REVISION NUMBER	PUBLICATION DATE
1	AB		
1D	ABE	CH-63	JUL 15
1D	ABF	CH-63	JUL 15
1D	ABH	CH-63	JUL 15
2F	AC	CH-64	OCT 15
3F	AD	CH-62	APR 15
4E	AE	CH-58	APR 14
5D	AG	CH-63	JUL 15
6B	SO	CH-66	APR 16
7H	AM	CH-68	OCT 16*
7H	AME	CH-68	OCT 16*
8C	AN	CH-50	APR 12
9E	AO	CH-49	JAN 12
10D	AS	CH-42	APR 10
11E	AT	CH-56	OCT 13
12	AW		
12G	AWF	CH-62	APR 15
12G	AWO	CH-62	APR 15
12G	AWR	CH-62	APR 15
12H	AWS	CH-63	JUL 15
12H	AWV	CH-63	JUL 15
13E	AZ	CH-59	JUL 14
14D	BM	CH-52	OCT 12
15B	SB	CH-65	JAN 16
16E	BU	CH-65	JAN 16
17E	CE	CH-65	JAN 16
18E	CM	CH-65	JAN 16
19B	CN	CH-58	APR 14
20B	CTI	CH-64	OCT 15
20K	CTR	CH-63	JUL 15
20K	CTN	CH-63	JUL 15
20I	CTT	CH-65	JAN16
20K	CTM	CH-64	OCT 15
21D	DC	CH-66	APR 16
23B	MC	CH-55	JUL 13
28E	EA	CH-66	APR 16
29F	EM	CH-43	JUL 10
30E	EN	CH-60	OCT 14
31E	EO	CH-65	JAN 16

*Denotes change

CH-68

CHAPTER	RATING	REVISION NUMBER	PUBLICATION DATE
32J	ET	CH-64	OCT 15
32H	ETN	CH-44	OCT 10
32I	ETR	CH-58	OCT 14
32G	ETV	CH-68	OCT 16*
34G	FC	CH-68	OCT 16*
35A	FN	CH-52	OCT 12
36B	EOD	CH-62	APR 15
37E	FT	CH-62	APR 15
38F	GM	CH-55	JUL 13
39E	GS	CH-58	APR 14
40D	HM	CH-58	APR 14
41A	HN	CH-58	APR 14
42D	HT	CH-55	JUL 13
43E	IC	CH-64	OCT 15
44	ND	CH-37	OCT 08
45G	IS	CH-61	JAN 15
47	LS	CH-55	JUL13
48D	LN	CH-59	JUL 14
49D	MA	CH-67	JUL 16
51G	MM	CH-67	JUL 16
51G	MMA	CH-64	OCT 15
51G	MMW	CH-64	OCT 15
52D	MN	CH-56	OCT 13
53E	MR	CH-65	JAN 16
54F	CS	CH-54	APR 13
55E	MT	CH-58	APR14
56B	MU	CH-56	OCT 13
57G	NCC	CH-51	JUL 12
57H	NCR	CH-55	JUL 13
59G	OS	CH-68	OCT 16*
64	PS	CH-56	OCT 13
65E	PR	CH-65	JAN 16
66E	QM	CH-67	JUL 16
67G	IT	CH-65	JAN 16
67H	ITS	CH-63	JUL15
68C	RP	CH-59	JUL 14
69D	SH	CH-54	APR 13
72F	SN	CH-52	OCT 12
73F	STG	CH-68	OCT 16*
74E	STS	CH-56	OCT 13
75E	SW	CH-65	JAN 16
77E	UT	CH-65	JAN 16
79E	YN	CH-54	APR 13
---	NAVSTDs	CH-51	JUL 12

*Denotes change

INTRODUCTION

THE ENLISTED RATING STRUCTURE,
NAVAL STANDARDS AND OCCUPATIONAL STANDARDS

The Navy Enlisted Occupational Classification System (NEOCS) provides the means by which all Navy enlisted personnel are classified. To support enlisted personnel planning, procurement, training, promotion, distribution, assignment, and mobilization within that classification system, the Navy has established specific standards. The standards define minimum skill and knowledge requirements for enlisted personnel at each paygrade and within each career field.

1. Volume I, Part A of this manual contains an introductory overview of NEOCS, an explanation of Naval Standards (NAVSTDs) and Occupational Standards (OCCSTDs), and pertinent appendixes.

2. Volume I, Part B of this manual contains individual chapters with the OCCSTDs for each rating. Refer to Volume I, Part B, Cover Page for a listing of current chapters and revisions.

3. Volume II of this manual contains an explanation of the Navy Enlisted Classification (NEC) structure, a listing of those NECs and related appendixes.

4. The standards and classifications in Volume I and II are important to <u>all</u> Navy personnel and commands. Familiarity with these standards and classifications will provide enlisted personnel and commands with a better understanding of an important part of the training, advancement, and distribution systems.

5. Occupational Standards (OCCSTDs) and Naval Standards (NAVSTDs) are gender neutral.

NEOCS OVERVIEW

The Navy Enlisted Occupational Classification System (NEOCS) consists of (1) the enlisted rating structure and (2) its supplement, the NEC structure. Special qualifications further complement both the enlisted rating structure and NEC structure. These special qualifications, found in the *Naval Military Personnel Manual, NAVPERS 15560 series*, identify and define requirements for specialized mission areas which cross broad occupational fields (e.g., submarine qualifications).

1. The <u>enlisted rating structure</u> consists of occupational fields (i.e., broad groupings of similar occupations), ratings (i.e., occupational specialties) and rates (i.e., a paygrade within a rating). This structure provides a framework for enlisted career development and advancement, and is the primary administrative means for classifying and identifying enlisted personnel.

a. The enlisted rating structure provides:

(1) A single, integrated structure for the Navy (Active and Reserve). This structure serves both peacetime and wartime needs and eliminates the need for extensive expansion and conversion of the classification system upon mobilization.

(2) Specialization at appropriate petty officer levels to meet expanding technology, reduce training time, and improve the utilization of first enlistment personnel.

(3) Senior petty officers with broad military and technical qualifications.

b. The Secretary of the Navy approves the establishment and disestablishment of general and emergency ratings and general rates under the authority of Title 10 USC 6013. The Deputy Chief of Naval Operations (Manpower, Personnel, Training, and Education), approves policy and modifications to existing ratings, including the establishment or disestablishment of service ratings. A NEOCS Board assists in the management of the NEOCS and serves as the central point for changes in rates, ratings, jobs, and NEC classifications. OPNAVINST 1223.1 series establishes the NEOCS Board and outlines its objectives, authority, and composition. Volume I, Part A, Appendix A of this manual contains the criteria and guidelines for proposing changes to the enlisted rating structure.

c. The following paragraphs provide a brief description of major components of the enlisted rating structure:

(1) Occupational fields are broad groupings of similar occupations used by manpower, personnel, and training managers to organize the analysis, management, and administration of Navy ratings. Occupational fields are also used to organize career guides and conversion manuals for use by counselors and Department of Defense managers. A listing of the occupational fields and their associated ratings are listed in Appendix B of this manual.

(2) Ratings (general, service, and emergency) are broad enlisted career fields. They identify occupational specialties that encompass related aptitude, training, experience, knowledge, and skills for the purpose of career development and advancement.

(a) General ratings identify personnel from paygrades E-4 through E-9. They provide the primary means of identifying billet requirements and personnel qualifications. Some ratings are combined at paygrade E-8 or E-9 to form broader career fields when the occupational content is similar. This provides for progressively higher levels and scopes of authority and responsibility (e.g., combination of Senior Chief Utilitiesman (UTCS) and Senior Chief Construction Electrician (CECS) to form the Master Chief Utilitiesman (UCCM)).

(b) Service ratings are subdivisions of certain general ratings. They identify required specialization and specific areas of qualifications in the utilization and training of personnel. Service ratings permit optimum utilization of personnel and economy of training.

(c) Emergency ratings are career fields encompassing skills or qualifications which do not require identification by a rating during peacetime, but are required in time of war. Currently, there are no emergency ratings.

(3) Rates identify personnel occupationally by paygrades E-1 through E-9 and they reflect levels of aptitude, training, experience, knowledge, skill, and responsibility. Enlisted rates are divided into three groups: general rates (E-1 through E-3 apprenticeships), petty officers (E-4 through E-6), and chief petty officers (E-7 through E-9).

(a) General rates are apprenticeships assigned to personnel at paygrades E-1 through E-3 to indicate their eligibility for entry into various ratings. These apprenticeships are: Airman (AN), Constructionman (CN), Fireman (FN), and Seaman (SN).

((1)) Non-designated strikers are personnel in paygrades E-1 through E-3 who are not yet designated to enter a specific rating.

((2)) Designated strikers are personnel in paygrades E-1 through E-3 who are identified as apprentices for a specific rating. Striker designation identifies the rating in which an apprentice

has significant skills as a result of on-the-job experience or formal classroom training, and indicates basic occupational skills on a par with the minimum skills for paygrade E-4 in the rating for which identified. A rating abbreviation is added to an apprentice's general rate abbreviation to indicate the rating for which the individual is designated (e.g., a SN who demonstrates significant skills in the Electronics Technician (ET) rating would be designated by the rating abbreviation, ETSN). Further details on the identification of strikers in these apprenticeships are found in the *Naval Military Personnel Manual, NAVPERS 15560 series*.

(b) Petty Officers (paygrades E-4, E-5, and E-6) are the technicians and work managers within ratings who possess increasing degrees of skill responsibility and authority as they advance in paygrade. Petty officers are capable of accomplishing tasks normal to their rating and paygrade and they provide the "hands on" skills required to maintain, repair, and operate systems and subsystems.

(c) The Chief Petty Officers (CPO) (paygrades E-7, E-8, and E-9).

((1)) The Chief Petty Officers (CPO) (paygrades E-7) is the technical authority, expert, and supervisor within a rating. The CPO is capable of accomplishing all tasks normal to a rating using technical supervision, instruction, and training of lower rated personnel.

((2)) The Senior Chief Petty Officer (SCPO) (paygrade E-8) is the senior technical supervisor within a rating or occupational field with primary responsibilities for supervising and training enlisted personnel oriented to system and subsystem maintenance, repair, and operation. Based on wide ranging experience and specialized training, the SCPO provides the command with a higher level of technical and managerial expertise than is expected at the E-7 level.

((3)) The Master Chief Petty Officer (MCPO) (paygrade E-9) is the senior enlisted petty officer in the United States Navy. As such, the MCPO is vested with special command trust and confidence extending to administrative and managerial functions involving enlisted personnel. Based upon experience, proven performance, and technical knowledge necessary for advancement to the grade of MCPO, individuals of that rate within a command hold the senior enlisted positions and contribute to forming as well as implementing policy within their occupational field or across the full Navy rating spectrum.

(d) The title Command Master Chief does not reflect a paygrade higher than E-9 but does identify the MCPO who serves as the senior enlisted advisor to the command in formulating and implementing policies pertaining to the morale, utilization, and training of all enlisted personnel. As such, the Command Master Chief has direct access to the Commanding Officer. Additionally, the Command Master Chief is responsible for carrying out established command policy in specific areas as directed by the Commanding Officer and Executive Officer. The Command Master Chief takes precedence over all enlisted members within a command.

2. The Navy Enlisted Classification (NEC) Structure supplements the enlisted rating structure by identifying a non-rating wide skill/knowledge/aptitude/qualification that must be documented to identify both people and billets for management purposes. Volume II of this manual contains a more detailed explanation of the NEC structure.

3. Enlisted management communities encompass both Navy ratings and NEC codes that individually or as a group form a Navy "community" for management purposes. These communities are used by managers for issues such as the distribution, retention or advancement of personnel. The career paths presented may also serve as a useful guidance tool for individuals planning career decisions.

STANDARDS

The term Standards as used in this manual is defined as the systematic listing of those minimum capabilities which the Navy expects and requires of individuals with each rating. Standards are generally expressed in terms of task statements (duties and responsibilities) and they represent the abilities, skills, and knowledge needed to accomplish those tasks, duties, and responsibilities. Within the Navy, these standards are divided into two categories: Naval Standards (NAVSTDs) and Occupational Standards (OCCSTDs). OCCSTDs and NAVSTDs are gender neutral. Collectively, these standards occupationally define the work performed by enlisted personnel. Both NAVSTDs and OCCSTDs are developed, revised, and maintained by the Navy Manpower Analysis Center (NAVMAC). NAVMAC coordinates standards revisions Navy-wide. Appendix E is the list of Rating Advisors who are responsible for reviewing and approving of OCCSTDs. Appendix F of this manual contains the criteria and guidelines for recommending changes to the standards.

1. Naval Standards (NAVSTDs) are standards that generally express the non-rating specific skill and knowledge requirements for enlisted personnel in paygrades E-1 through E-9 (e.g., all E-6 personnel must know how to write enlisted performance evaluations).

a. NAVSTDs together with occupational standards form the basis for implementing and supporting actions for enlisted manning, distribution, recruit training, military requirements training, and advancement.

b. NAVSTDs are stated in the form of skill or knowledge statements to assist enlisted personnel, commanding officers, and personnel managers in identifying the basic military requirements for all enlisted personnel, paygrades E-1 through E-9.

c. NAVSTDs express requirements for skill or knowledge and abilities which individuals must be proficient in even though their present duty assignment may not require the use of that skill or knowledge. Enlisted personnel are required to demonstrate the capability to perform a skill or their attainment of knowledge described by a Naval Standard as part of their advancement process.

d. The more routine skill or knowledge requirements described by NAVSTDs are at the lower paygrades. Those skill or knowledge statements requiring additional experience or involving leadership or supervision are at progressively higher paygrades.

e. NAVSTDs include, at the appropriate paygrades, specific knowledge requirements in the areas of security and safety.

f. The following NAVSTDs format is used in this manual:

(1) They are grouped under Apprentices (paygrades E-2 and E-3) and Petty Officer Third Class (paygrade E-4) through Master Chief Petty Officer (paygrade E-9).

(2) Functional areas are used to provide a standardized grouping of similar NAVSTDs for the various paygrades.

2. Occupational Standards (OCCSTDs) express the Navy's minimum requirements for enlisted occupational skills established by manpower and personnel managers. They, along with NAVSTDs, form the basis for implementing and supporting actions for enlisted manning, distribution, training, and advancement. OCCSTD tasks are referred to as “CORE” tasks in the chapters published in this manual. NON-CORE tasks are also included in some updated Occupational Rating Standards in order to better define the work being

performed by the fleet which is not required of all rating personnel (e.g., NEC, collateral duties, watches, etc.). Due to the specialized nature and the smaller percentage of sailors performing NON-CORE tasks, these tasks will not be used during advancement exam development. These enhanced documents are designed to aid the Manpower, Personnel, Training, and Education (MPTE) community with the transition to a competency based workforce.

a. OCCSTD skills required of rates and ratings are stated in the form of task statements to assist enlisted personnel, commanding officers, manpower managers, and personnel managers in identifying the basic occupational content of rates and ratings. Some OCCSTDs require successful completion of specific skills tests.

b. OCCSTDs state what enlisted personnel must do in their rate or rating. The knowledge required to perform a task is inherent to the proper performance of the task. Development of specific knowledge to support OCCSTDs falls under the purview of Navy training commands.

c. OCCSTDs are minimum essential tasks and general responsibility levels required of a majority of personnel in a rate. Although they may not be performed by the majority of personnel in a rate at any given time, they are still applied to all members of a rate. The more routine tasks are at the lower paygrades. The more difficult tasks and tasks requiring additional experience or involving leadership and supervision are at progressively higher paygrades.

d. OCCSTDs do not limit the utilization of personnel or ratings as to performance of duty. Personnel of any rate or rating may be required by higher authority to perform any task or duty, depending on local circumstance.

e. OCCSTDs generally exclude the broad area of security. All Navy personnel are responsible for the security regulations in DoD Publication 5200.1-R, OPNAVINST 5510 series, and items on security which are described by the NAVSTDs in this manual. Specific security related OCCSTDs are included in those ratings requiring special emphasis on security.

f. OCCSTDs contain no specific reference to safety or Operational Risk Management (ORM) in the performance of required tasks. Observing safety precautions and practicing risk management is inherent to the satisfactory performance of a task.

g. The following OCCSTDs format is used in this manual:

(1) Title, abbreviation, and specialty mark identified with the rating.

(2) Rating Scope is a brief statement of the occupational content of general and service ratings. The scope is all encompassing and includes responsibilities normal to the rating.

(3) Career Pattern is a diagram of the normal advancement path from apprentice to master chief petty officer.

(4) Directives information on Chief Warrant Officer and Limited Duty Officer categories.

(5) Rating entry requirements (MILPERSMAN 1306-618) describe the special physical, citizenship, security, and other requirements for the rating, if applicable.

(6) Safety Statement is a universal self-explanatory statement for all ratings.

h. OCCSTDs, together with NAVSTDs, are patterned to present the total career progression from paygrades E-4 through E-9 for general ratings and service ratings. For example:

(1) The general rating of Boatswain's Mate (BM) has no service ratings. The BM OCCSTDs commence at paygrade E-4 and progress through paygrade E-9.

(2) The general rating of Aviation Boatswain's Mate (AB) and its three service ratings, ABE, ABF, and ABH have individual OCCSTDs at paygrades E-4 through E-8 and common AB OCCSTDs at paygrade E-9.

3. Job specific tasks (NON-CORE) express additional requirements for enlisted occupational skills expected from a sailor performing in a specific job or billet. They, along with NEC specific tasks, form the basis for implementing and supporting actions for enlisted manning, distribution, training, and advancement.

DISTRIBUTION OF THE MANUAL

The BUPERS CD-ROM is distributed quarterly. Activities desiring to be added to the automatic distribution list to receive future changes/publications on CD-ROM should submit requests to:

Department of the Navy
Navy Personnel Command
Attn: Pers-532D
5720 Integrity Drive
Millington, TN 38055-0532

Requests should include the following information:

Standard Navy Distribution List Number (SNDL)
Activity Name, Acronym, and UIC
Address
Attention Code
Point of Contact with Telephone Number
Number of CD's required with Justification

To request address corrections only, E-Mail to: BUPERS_WEB/CD@navy.mil

NAVAL STANDARDS

E1 through E9

Naval standards are skills and knowledges, other than those defined by occupational standards, which are essential to the overall effectiveness of enlisted personnel in the performance of duty. They encompass military requirements; essential virtues of pride of service in support of oath of enlistment; maintenance of good order and discipline; and basic skills and knowledges, pertaining to the well-being of Navy personnel, which directly contribute to the mission of the Navy.

CONTENTS Page

Functional Areas 2

Paygrade

Apprentice (E-1) 3
Apprentice (E-2) 5
Apprentice (E-3) 12
Petty Officer Third Class (E-4) 13
Petty Officer Second Class (E-5) 15
Petty Officer First Class (E-6) 17
Chief Petty Officer (E-7) 19
Senior Chief Petty Officer (E-8) 21
Master Chief Petty Officer (E-9) 22

'Type Change' legend:

A ..... Added/New Task
R ..... Revised Task
F ..... Functional Area Change
D ..... Delete
P ..... Paygrade Change
P/F ..... Paygrade Change / Functional Area Change
R/F ..... Revised Task / Functional Area Change
R/P ..... Revised Task / Paygrade Change
R/F/P ..... Revised Task / Functional Area Change / Paygrade Change
Left Blank ..... No Change

NAVAL STANDARDS (NAVSTDS) FUNCTIONAL AREAS

R	A.	WATCHSTANDING AND WATCH, QUARTER, AND STATION BILL
	B.	SEAMANSHIP
	C.	DRILL AND FORMATION
	D.	UNIFORMS
R	E.	FORCE PROTECTION
D	F.	WATCHSTANDING (deleted; tasks absorbed into FA 'A')
	G.	COMMUNICATIONS
	H.	SHIPS & AIRCRAFT CHARACTERISTICS
	I.	SAFETY
	J.	FIRST AID & HEALTH
	K.	SURVIVAL
R	L.	CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR AND HIGH-YIELD EXPLOSIVES (CBRNE)
	M.	DAMAGE CONTROL
R	N.	MATERIAL PRESERVATION AND MAINTENANCE
	O.	MILITARY JUSTICE
	P.	CAREER INFORMATION
	Q.	TRAINING
	R.	MANAGEMENT/ADMINISTRATION
	S.	SEA POWER
	T.	CUSTOMS, TRADITIONS AND COURTESIES
	U.	ORGANIZATION
	V.	LEADERSHIP/SUPERVISION
	W.	INTERNATIONAL AGREEMENTS
	X.	SECURITY REQUIREMENTS
	Y.	PROGRAMS AND POLICIES
	Z.	HAZARDOUS MATERIALS

E1

Naval Standards by Functional Area

Type Change		
	A. WATCHSTANDING AND WATCH, QUARTER, AND STATION BILL	
P/F	A023	Stand non-petty officer military watches
P	A024	Stand lookout watches
R/F/P	A290	Know the eleven general orders of a sentry
	B. SEAMANSHIP	
P	B273	Know the terminology used in deck and boat seamanship
	D. UNIFORMS	
P	D556	Maintain grooming standards
	E. FORCE PROTECTION	
A	E610	Understand and execute responsibilities during each Force Protection Condition (FPCON) posture
	G. COMMUNICATIONS	
A	G611	Understand responsible use of social media
	I. SAFETY	
P	I309	Know the safety precautions when working with or in the vicinity of steam
P	I312	Know the safety precautions when working with or in the vicinity of personnel aloft or over the side
P	I313	Know the safety precautions when working with or in the vicinity of voids, tanks, and closed compartments
P	I327	Know the safety precautions when working with or in the vicinity of shipyards and dry docks
	J. FIRST AID & HEALTH	
P	J346	Administer Cardiopulmonary Resuscitation (CPR)
	K. SURVIVAL	
P	K056	Perform floating technique using buoyant debris such as shoring and buckets
	M. DAMAGE CONTROL	
P/R	M410	Know the required contents and the proper use of required contents in a shipboard Damage Control (DC) locker
	N. MATERIAL PRESERVATION AND MAINTENANCE	
P	N077	Identify fixtures, devices and surfaces to which paint or liquid cleaners should not be applied
A	N634	Clean, paint, and/or preserve required surfaces
	P. CAREER INFORMATION	
P	P454	Know the requirements for Enlisted Warfare Specialist designations
A	P639	Know the purpose and procedures of the enlisted retention board
A	P640	Know the purpose and procedures of the Perform To Serve (PTS) program
A	P642	Maintain Navy Standard Integrated Personnel System (NSIPS) account
	Q. TRAINING	
A	Q657	Understand the basic use of computer applications to include word processors, spreadsheets, desktop publishing, email, and electronic calendars

E1

Naval Standards by Functional Area

Type Change		
	T. CUSTOMS, TRADITIONS AND COURTESIES	
P	T481	Know the procedures for conducting colors
P	T483	Handle the ensign and jack
P	T484	Know how, when, and to whom the hand salute is rendered
P	T485	Perform military courtesies when boarding and leaving a Naval vessel
P	T486	Perform military courtesies when crossing or being in the vicinity of the quarterdeck
P	T487	Perform military courtesies when the national ensign passes, the National Anthem, or the Navy Service song is played
P	T491	Perform military courtesies when honors are being rendered
P	T492	Perform military courtesies when a Foreign National Anthem is played
P	T558	Perform courtesies afforded junior, midgrade, and senior enlisted/officers
P	T580	Know national ensign etiquette
P	T581	Know the traditions related to uniforms and navy jargon (scuttlebutt, head, etc.)
P	T592	Know the Pledge of Allegiance
A	T665	Know the National Anthem
	V. LEADERSHIP/SUPERVISION	
P	V499	Explain the purpose of followership and leadership
P/R	V502	Describe the authority and responsibility of a Petty Officer, Chief Petty Officer, and Officer
	X. SECURITY REQUIREMENTS	
P/R	X244	Understand security requirements regarding visitors with and without visit clearances
P/R	X247	Understand the basic policies of the Department of the Navy (DON) information and personnel security program

E2

Naval Standards by Functional Area

Type Change		
	A. WATCHSTANDING AND WATCH, QUARTER, AND STATION BILL	
	A272	State the purpose and content of the watch, quarter, and station bill
A	A602	Understand duties and responsibilities of an Armed Sentry
	B. SEAMANSHIP	
	B276	Tie four basic knots: bowline, clove hitch, square knot, and bowline on a bight
	C. DRILL AND FORMATION	
	C007	Execute individual positions and facing movements
P	C584	Know procedures for close order drill
	D. UNIFORMS	
	D013	Identify insignias and collar devices of U.S. Navy enlisted rates and ratings
	D014	Identify insignia and corps devices of U.S. Navy Officers
	D015	Properly wear and maintain navy enlisted uniforms
	D016	Identify paygrade insignias of other U.S. Armed Services
	D278	Know the purpose of and qualifications required to earn and wear the service stripes
R	D279	Know the regulations concerning Common Access Card (CAC) military identification and ID tags (dog tags)
	D280	Know the regulations for wearing authorized military awards and breast insignias
	D282	Prepare and maintain a seabag
	E. FORCE PROTECTION	
R	E020	Effectively operate service pistol, service rifle and shotgun
R	E021	Know the basic procedure to clear and safe a weapon
R	E287	Know the proper Personal Protective Equipment (PPE), required when firing small arms or in the vicinity of personnel who are firing small arms
F	E523	Know the safeguards against terrorism while traveling and in foreign countries
F	E524	Know the basic requirements and procedures pertaining to a bomb threat
F	E583	Know the safeguards against acts of terrorism and victimization
	G. COMMUNICATIONS	
	G034	Use standard procedures and phraseology on interior communications equipment (sound-powered telephones, intercoms, etc.)
	G035	Break-out, man, test, and secure sound-powered telephones
	G036	Use proper procedures for communications security
	G292	Pronounce numbers and phonetic alphabet
	H. SHIPS & AIRCRAFT CHARACTERISTICS	
	H038	Identify major types of ships and aircraft of the U.S. Navy
	H039	Identify the nomenclature of superstructures and components of the ship's hull
	H293	Know the general characteristics and missions of U.S. Navy ships and aircraft
	H601	Locate decks and compartments using ship compartment lettering and numbering systems
	I. SAFETY	
	I040	Use and maintain Personal Protective Equipment (PPE) (less damage control/firefighting equipment)
	I295	Know the hazards of using Carbon Dioxide (CO2), Potassium bicarbonate (Purple-K Powder (PKP)), and Halon as fire extinguishing agents
	I296	Know the precautions when handling and stowing fire extinguishers
	I297	Know the dangers involved when handling a charged fire hose

Type Change		
	I. SAFETY (cont'd)	
	I299	Know the dangers of energizing and using electrical equipment in a space filled with explosive vapors
	I300	Know the safety precautions to be used when embarked in small boats
	I301	Know the safety precautions to be used when involved in sporting and recreational events
	I302	Know the hazards and safety precautions when working in the vicinity of flight deck operations
R	I303	Know the safety precautions when working with or in the vicinity of acids, bases, and flammable liquids
R	I304	Know the safety precautions when working with or in the vicinity of pyrotechnics
	I305	Know the safety precautions when working with or in the vicinity of electrical and electronic equipment
	I306	Know the safety precautions when working with or in the vicinity of compressed gases
	I307	Know the safety precautions when working with or in the vicinity of compressed air
	I308	Know the safety precautions when working with or in the vicinity of liquids under pressure
	I310	Know the safety precautions when working with or in the vicinity of lifelines, ladders, and scaffolding
	I311	Know the safety precautions when working with or in the vicinity of heavy weight and moving equipment
	I314	Know the safety precautions when working with or in the vicinity of cutting and welding operations
	I315	Know the safety precautions when working with or in the vicinity of power tools
	I316	Know the safety precautions when working with or in the vicinity of antennas
	I317	Know the safety precautions when working with or in the vicinity of suspended loads
	I318	Know the safety precautions when working with or in the vicinity of fiberglass and asbestos
	I319	Know the safety precautions when working with or in the vicinity of high noise levels
R	I320	Know line handling procedures and precautions when working with or in the vicinity of lines under tension
	I321	Know the safety precautions when working with or in the vicinity of rotating machinery
R	I324	Know the safety precautions when working with or in the vicinity of Electromagnetic Radiation (EMR)
R	I326	Know the safety precautions and danger areas when working with or in the vicinity of aircraft
R	I329	Know the safety precautions for operating motor vehicles and motorcycles
	I330	Know how to report safety hazards and violations
	I331	Know the purpose and procedures of the navy tag-out system
R	I333	Know the basic safety rules in handling fire arms
R	I338	Know the purpose of the Navy's Occupational Safety and Health (NAVOSH) program
A	I615	Identify and integrate Operations Risk Management (ORM) concepts
	J. FIRST AID & HEALTH	
R	J341	Know how to apply a battle dressing
R	J342	Know how to control external bleeding with direct pressure
R	J344	Know the symptoms of, and first-aid treatment for open and closed fractures, strains and sprains, and dislocations
	J345	Know the symptoms of drug and alcohol abuse
R	J347	Know how to transport an injured person
R	J348	Explain the benefits of abstinence and barrier devices for reproductive health
R	J349	Explain the purpose, general rules, and limitations of first-aid
R	J350	Identify the signs and symptoms of shock
R	J351	Know the procedures for rescuing a person in contact with an energized source
R	J352	Identify the signs and symptoms of heat injuries

Type Change		
	J. FIRST AID & HEALTH (cont'd)	
R	J353	Identify the signs and symptoms of a burn
R	J354	Maintain sanitary conditions in and around living and working spaces
R	J355	Identify activities that maintain good personal hygiene, health, and fitness
	J356	Know the procedures for maintaining good dental (oral) hygiene
	J357	Know how to administer the abdominal/chest thrust (Heimlich Maneuver)
	J358	Know how to administer artificial ventilation by mouth-to-mouth and alternate methods
R	J359	Identify the signs and symptoms of cold injuries
R	J579	Identify suicidal thoughts or actions in others and self
A	J618	Treat a patient with a heat injury
A	J619	Know how to treat a burn
A	J620	Know how to control external bleeding with a tourniquet
A	J621	Know how to treat a person in shock
A	J622	Know how to treat a person for electrical shock
A	J623	Know how to treat a patient with a cold injury
A	J624	Explain how to prevent shock
A	J625	Explain the signs and symptoms of sexually transmitted disease infection
A	J626	Identify a person suffering from an altered mental status
A	J627	Identify a person suffering from suspected poisoning
A	J629	Seek help for a person expressing suicidal thoughts or actions
A	J630	Use protection to prevent pregnancy
A	J631	Use protection to prevent sexually transmitted diseases
	K. SURVIVAL	
	K057	Demonstrate technique for swimming through burning fuel, oil, and debris
	K058	Enter water from a height of ten feet using abandon ship procedures
	K059	Perform third class swimmer qualifications
	K361	Egress from working, berthing, and General Quarters (GQ) spaces
	K362	Know how to use clothing and buoyant objects to stay afloat
	K363	Know how to care for and use personal floatation devices
	K365	Describe method used to don and adjust CO2 inflatable and inherently buoyant life preserver
	K366	Describe functional characteristics of CO2 inflatable life preserver
	K368	Know the methods and procedures for abandoning ship
	K369	Know how to use lifeboats and associated survival gear
	K370	Know the responsibilities and authority of the senior person in a survival situation
	L. CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR AND HIGH-YIELD EXPLOSIVES (CBRNE)	
R	L371	Understand maintenance and use of Chemical, Biological, Radiological, Nuclear and High-Yield Explosive (CBRNE) protective equipment
R	L372	Know how to use equipment and clothing to protect against Chemical, Biological, Radiological, Nuclear and High-Yield Explosive (CBRNE)
R	L373	Know the markers used to indicate Chemical, Biological, Radiological, Nuclear and High-Yield Explosives (CBRNE) contamination
R	L375	Know the dissemination methods of and decontamination procedures for chemical and biological agents
	L376	Know the procedures for personnel decontamination
R	L377	Know the symptoms of and the first-aid methods to counter the effects of Chemical, Biological, Radiological, Nuclear and High-Yield Explosive (CBRNE)
	L381	Know the procedures for protection afforded by each level of Mission Oriented Protective Posture (MOPP)
R	L382	Know the meaning of the terms: radiac, radiation dose, radiation dose rate, safe stay time, and material condition of "Circle William"

E2

Naval Standards by Functional Area

Type Change		
	M. DAMAGE CONTROL	
	M067	Locate damage control fittings and equipment within compartments using compartment check-off lists
R	M069	Set and maintain primary and secondary fire, smoke, and flooding boundaries
	M070	Properly operate portable and installed shipboard fire extinguishing systems and equipment
R	M071	Know the procedures for operation of portable and installed dewatering equipment
R	M072	Properly don and operate a Self Contained Breathing Apparatus (SCBA)
	M386	Know the hazards associated with firefighting
	M387	Know how to determine the four classes of fire
	M388	Know the recommended extinguishing agents for each class of fire
R	M389	Know the function and use of the Self Contained Breathing Apparatus (SCBA)
	M390	Know the fire triangle and fire tetrahedron in terms of fire prevention and firefighting
	M391	Know the conditions that cause spontaneous combustion
	M392	Know how to prevent fires through good housekeeping practices
	M393	Know how to report a fire or other casualties
R	M395	Know the purpose for compartmentation and its use in maintaining watertight integrity
	M396	Know the procedures for breaking watertight integrity and darken ship
R	M398	Know how to use and stow Emergency Escape Breathing Devices (EEBD) and/or Emergency Air Breather (EAB) devices
	M399	Know the duties and responsibilities of a repair party
	M400	Know the shipboard piping identification coding system
	M401	Know the purpose and precedence of shipboard emergency alarms
	M402	Know what actions to take when emergency alarms are sounded
R	M404	Know the letters, symbols, conditions, purpose, and how to set material conditions of readiness
	M405	Know the procedures for operation of portable and installed shipboard fire extinguishing systems
	M407	Know the damage control organization
	M408	Know the methods and procedures for communications in a damage control situation
R	M409	Know how to locate shipboard damage control lockers and equipment
R	M411	Know the duties and responsibilities of a damage control emergency party
A	M632	Know how to establish a safe route during casualty situations
A	M633	Know how to stow all damage control equipment
	N. MATERIAL PRESERVATION AND MAINTENANCE	
	N416	Know the purposes of cleaning and preservation
	O. MILITARY JUSTICE	
P	O082	Inform Chain of Command on matters pertaining to good order and discipline
	O421	Know the purpose of good order and military discipline
R	O422	Understand the authority and function of Military Police, Shore Patrol, Chief of the Guard, and Armed Sentries
	O423	Know the content and responsibilities stated in Article (i) through (vi) of the Code of Conduct for members of the Armed Forces of the United States
	O424	Know the general content of Navy Regulations, Chapter 8 (Articles 0801-0803, 0810-0816, 0825-0826, 0829-0830, 0834 and a0847) and Chapter 10
R	O425	Know the general content of Uniform Code of Military Justice (UCMJ) Articles 2, 3, 7-15, 25, 27, 31(b), 37, 55, 77-134, 137-138
	O426	Know the types of courts-martial
	O430	Know the procedures for redress of grievances
A	O635	Know the purpose of the liberty risk program

E2

Naval Standards by Functional Area

Type Change		
	P. CAREER INFORMATION	
P/R	P084	Provide enlisted evaluation report input sheet (brag sheet)
R	P432	Know the purpose and procedures of a Career Development Board (CDB)
R	P433	Know the purpose of various force shaping programs
R	P434	Know the requirements for advancement of Professional Apprentice Career Track (PACT) personnel
	P435	Know the purpose of the enlisted performance evaluation system
	P436	Know the opportunities for education and training
	P437	Know how to manage personal finances
	P438	Know military pay entitlements and the contents of leave and earning statements
	P439	Know the benefits of government insurance
R	P440	Know the rights, privileges, and benefits afforded to family members
	P441	Know the procedures and regulations governing leave and liberty requests
R	P442	Know how to prepare and route liberty requests
R	P444	Know the types of duty classification codes
P/R	P445	Know the contents of and how to access the Official Military Personnel File (OMPF) and Electronic Service Record (ESR)
	P446	Know the requirements for the good conduct medal
R	P447	Know the requirements for and the benefits and consequences of various types of military discharges
	P448	Know the policy regarding personal responsibilities and consequences of drug and alcohol abuse
P/R	P449	Describe the role of the Command Drug and Alcohol Programs Advisor (DAPA)
R	P450	Know the programs that lead to Navy Officer commissions
P	P455	Know the options for special programs and/or assignments
R	P466	Know the roles and functions of Master Chief Petty Officer of The Navy (MCPON), Fleet/Force (FLTCM/FORCM) and Command Master Chief (CMDCM)
	P576	Know the function of the Command Career Counselor (CCC)
A	P636	Know how to prepare leave requests via the Navy Standard Integrated Personnel System (NSIPS)
A	P641	Know the purpose, components, and links to Navy Knowledge Online (NKO) and Naval Personnel Command (NPC) websites
	Q. TRAINING	
P	Q094	Maintain qualification records
R	Q469	Describe the function of the Personnel Qualification Standard (PQS) system
R	Q577	Describe the function of the departmental and division training petty officer
R	Q578	Describe the function of the Educational Services Officer (ESO)
A	Q646	Be familiar with the purpose And utilization of the Learning and Development Road-Map (LADR)
A	Q651	Explain the procedures to access your Learning and Development Road-Map (LADR)
	R. MANAGEMENT/ADMINISTRATION	
R	R105	Perform the basic procedures outlined in the Maintenance and Material Management (3M)
	R474	Describe the purpose of the Maintenance And Material Management (3M) systems
	S. SEA POWER	
	S476	Know general Naval history and the evolution of today's Navy
	S478	Know the components of United States sea power: Navy, Merchant Marine, Coast Guard, and Military Sealift Command

E2

Naval Standards by Functional Area

Type Change		
	T. CUSTOMS, TRADITIONS AND COURTESIES	
A	T666	Understand the meaning and recite the Sailor's Creed
	U. ORGANIZATION	
	U493	Explain the purpose and function of the Chain of Command
	U494	Summarize scope and purpose of the Standard Organization And Regulations Manual (SORM) of the U.S. Navy
	U495	Review the content of the Command's Standard Organization And Regulations Manual (SORM)
	V. LEADERSHIP/SUPERVISION	
R	V500	Describe the concepts of Navy core values
	W. INTERNATIONAL AGREEMENTS	
	W505	Know the general provisions of the Geneva Convention concerning treatment and rights of Prisoners of War
	W507	Know the general provisions of the Law of Armed Conflict
	X. SECURITY REQUIREMENTS	
	X509	Know the basic security policies, requirements and procedures for handling classified material and information
R	X520	Know the basic security requirements and procedures pertaining to Information Systems (IS) security
	X521	Know the basic security requirements and procedures pertaining to telephone security
A	X677	Know the difference between official and unofficial Internet-based Capability (IbC) posts
A	X679	Know the responsibilities in handling command critical information
A	X680	Understand and employ Operations Security (OPSEC)
	Y. PROGRAMS AND POLICIES	
	Y525	Know the purpose of the Navy’s sponsor program
	Y526	Know the purpose of the health and physical readiness program
	Y527	Know the provisions of the privacy act
	Y528	Know the definition of and policies pertaining to sexual harassment
	Y529	Know the standards of conduct and professional ethics
	Y530	Know the provisions of the Navy's integrity and efficiency program (fraud, waste, and abuse)
	Y531	Know the procedures for state and national voting
	Y532	Know the policy for equal opportunity and human rights
	Y534	Know the policy on fraternization
	Y535	Know the purpose of the Navy’s energy conservation program
	Y537	Know the controls for environmental conditions and pollution (plastics at sea, ozone depletions, etc.)
	Y539	Know the provisions of the family ombudsman program
	Y552	Know the sources of information concerning services available to single sailors and Navy families
	Y555	Know the basic fundamentals of Quality Assurance (QA)
	Y590	Know how to communicate with elected officials
	Y591	Know the purpose of the Navy’s religious program
A	Y681	Know the function of the command Equal Opportunity Advisor (EOA)
A	Y682	Know the policy for trafficking in persons
A	Y683	Know the Navy's zero tolerance policy
A	Y684	Know the reporting procedures for sexual assault
A	Y685	Describe a Sailor's responsibility when seeking a request for religious accommodation

Type Change		
	Y. PROGRAMS AND POLICIES (cont'd)	
A	Y686	Describe the Department of the Navy's (DON) policy on accommodation of religious practices
A	Y698	Know the purpose of the Family Advocacy Program (FAP)
A	Y699	Know the purpose of the Navy's mentorship program
A	Y700	Know the purpose of the Sexual Assault Prevention and Response (SAPR) program
A	Y701	Know the purpose of the Victim and Witness Assistance Program (VWAP)
A	Y703	Know U.S. Naval Regulations on tattoos, body art, and brands
A	Y707	Describe the Department of the Navy's (DON) hazing policy
	Z. HAZARDOUS MATERIALS	
R	Z041	Utilize the Material Safety Data Sheet (MSDS), labels, signs, and symbols to clearly and properly identify Hazardous Material (HAZMAT)
	Z269	Dispose of used absorbents (speedy dry, rags, etc.)
R	Z335	Know the proper procedures for and associated safety precautions when working with Hazardous Material (HAZMAT)
R	Z420	Know the proper procedures for and associated safety precautions when in the vicinity of the removal, handling, or stowage Hazardous Material (HAZMAT)
R	Z559	Clean and properly dispose of used, excess, or spilled Hazardous Material (HAZMAT) and associated containers
A	Z705	Know the purpose of a Ships Hazardous Materials List (SHML)

E3

Naval Standards by Functional Area

Type Change		
	A. WATCHSTANDING AND WATCH, QUARTER, AND STATION BILL	
R/F	A291	Know the Command's watch organization
	D. UNIFORMS	
	D283	Know the regulations for upkeep, wearing, and marking of organizational and special clothing
A	D605	Define the terms conspicuous, conservative, and faddish as they apply to navy uniforms
	J. FIRST AID & HEALTH	
A	J628	Report people exhibiting signs and symptoms of drug and alcohol misuse
	P. CAREER INFORMATION	
R	P083	Update Career Management System/Interactive Detailing (CMS/ID) preferences
	P451	Know the requirements for advancement in rate and selection of Petty Officers (PO)
R	P452	Know how to apply for requisitions via the Career Management System/Interactive Detailing (CMS/ID)
	P453	Know the programs for awards, commendations, and personnel recognition
R	P459	Know the incentives for reenlistment and special duty
P	P462	Know the roles and functions of the Chief Petty Officer (CPO), Senior Chief Petty Officer (SCPO), and Master Chief Petty Officer (MCPO)
	Q. TRAINING	
A	Q648	Describe the procedures to access your Sailor/Marine American Council on Education Registry Transcript (SMART)
A	Q653	Identify opportunities for voluntary education
	R. MANAGEMENT/ADMINISTRATION	
	R103	Maintain logs and files
	S. SEA POWER	
P	S477	Know the U.S. Navy's peacetime and wartime roles, missions, responsibilities, and challenges
	Y. PROGRAMS AND POLICIES	
A	Y693	Explain how an individual’s role in Operations Risk Management (ORM) is vital to mission success
	Z. HAZARDOUS MATERIALS	
F	Z415	Know how to clean and stow painting equipment

E4

Naval Standards by Functional Area

Type Change		
	A. WATCHSTANDING AND WATCH, QUARTER, AND STATION BILL	
R/F	A025	Stand Petty Officer military watches (Petty Officer of the Watch, Master-At-Arms, Chief of the Guard, Shore Patrol, etc.)
	D. UNIFORMS	
R	D281	Know the regulations concerning grooming standards
	D284	Know how to wear Petty Officer (PO) insignias
A	D604	Define organizational clothing
A	D609	Describe the uniform requirements while traveling
	I. SAFETY	
	I047	Supervise work center and job site safety
	I048	Instruct personnel in work-related hazards, safety precautions, and in the use and maintenance of personal protective equipment and clothing
A	I617	Know the purpose for Operational Risk Management (ORM) and implement in planning evolution/tasks
	M. DAMAGE CONTROL	
	M068	Make damage control closure log entries
	O. MILITARY JUSTICE	
	O428	Know the proceedings leading to Captain's Mast
	P. CAREER INFORMATION	
P	P092	Assist in indoctrinating newly reporting personnel
R	P456	Know the function and use of the Navy Enlisted Classification (NEC) codes
	Q. TRAINING	
P	Q095	Supervise a divisional Personnel Qualification Standards (PQS) system
A	Q647	Describe the Navy College Program for Afloat College Education (NCPACE) program
A	Q650	Explain procedures to submit college transcripts or other course documents for inclusion in your smart transcript, electronic service record, or electronic training jacket
A	Q652	Explain the purpose of General Military Training (GMT)
A	Q654	Identify the requirements for Tuition Assistance (TA)
	R. MANAGEMENT/ADMINISTRATION	
	R104	Requisition supplies and material through the navy supply system
P	R107	Maintain manuals, publications, and directives
P/R	R115	Prepare Naval correspondence
P	R475	Explain the responsibility of signature (by direction) authority
A	R660	Identify the components of a naval message
	T. CUSTOMS, TRADITIONS AND COURTESIES	
P	T587	Know the traditions related to ceremonies and honors
	V. LEADERSHIP/SUPERVISION	
	V146	Translate assignments from the immediate supervisor into specific tasks for subordinates (repair team, work party, watch, etc.)
	V148	Determine availability of supplies, equipment, and tools required by subordinates
R	V151	Ensure that subordinates are using Operational Risk Management (ORM) while accomplishing task
R	V152	Assess and document progress of subordinates job performance
R	V153	Give subordinates immediate feedback on performance

E4

Naval Standards by Functional Area

Type Change		
	V. LEADERSHIP/SUPERVISION (cont'd)	
P/R	V360	Recognize common suicidal ideations and understand proper response procedures
	V154	Evaluate completed assignments of subordinates for quality, completeness, and timeliness
	V155	Report job progress to immediate supervisor
R	V156	Evaluate subordinates suggestions to improve job performance and make appropriate recommendations to immediate supervisor
	V157	Apprise immediate supervisors of subordinates performance
	V158	Resolve conflicts or differences between subordinates
P	V164	Direct daily work center assignments
P	V185	Provide rating specific expertise to subordinates
	V501	Identify the fundamentals of leadership
R	V503	Explain Command Managed Equal Opportunity (CMEO) program and policies
R	V540	Know the benefits of pride, professionalism, personal excellence and community support programs
R	V542	Know the Petty Officer's responsibility in the Navy's Substance Abuse Rehabilitation Program (SARP) and the role and responsibility of the Command's Drug and Alcohol Program Advisor (DAPA)
P/R	V564	Explain Department of the Navy's (DON) Process Improvement strategy for mission readiness
R	V596	Participate in Process Improvement activities
P	V597	Participate as a team member of a Process Improvement team
	Y. PROGRAMS AND POLICIES	
A	Y689	Describe the meaning of risk to mission, risk to force, and risk to self

E5

Naval Standards by Functional Area

Type Change		
	A. WATCHSTANDING AND WATCH, QUARTER, AND STATION BILL	
P	A002	Maintain a divisional watch, quarter, and station bill
	C. DRILL AND FORMATION	
F	C563	Perform military courtesies as a formation leader
	D. UNIFORMS	
A	D603	Identify uniform inventory requirements for seabag inspections
	E. FORCE PROTECTION	
F	E242	Train personnel in the safeguards against acts of terrorism and victimization
F	E565	Train personnel in procedures pertaining to bomb threats
	I. SAFETY	
	I045	Perform duties of a divisional Safety Petty Officer
	I049	Conduct safety awareness training
R	I340	Know the purpose and function of the Command's safety council and safety committee
A	I612	Know the Navy's Occupational Safety and Health (NAVOSH) program reference to forces afloat or ashore maintenance procedures
A	I613	Describe the four principles of Operational Risk Management (ORM)
A	I614	Describe the three levels of Operational Risk Management (ORM)
A	I616	Identify the five steps in the deliberate Operational Risk Management (ORM) process
	P. CAREER INFORMATION	
P	P090	Provide career information to junior personnel
P/R	P463	Know the procedures for advancing and selecting of Chief Petty Officer (CPO), Senior Chief Petty Officer (SCPO), and Master Chief Petty Officer (MCPO)
R	P464	Understand the fleet reserve, High Year Tenure (HYT), and retirement programs
A	P637	Know sponsorship and execute duties of a sponsor
A	P644	Perform the duties and responsibilities of a mentor
	Q. TRAINING	
P	Q093	Train personnel using demonstration, discussion, and lecture methods
	Q096	Perform the duties and responsibilities of a Training Petty Officer
	R. MANAGEMENT/ADMINISTRATION	
P	R123	Prepare and present briefings
	R473	Identify who is authorized to sign official navy documents
A	R664	Understand the duties of the Leading Petty Officer (LPO)
	U. ORGANIZATION	
P	U496	Identify the names, abbreviations, and state the mission of major commands within the Department of the Navy, shore establishments, and operating forces
	U498	Describe the mission and function of: the President, Secretary of Defense, Secretaries of the Military departments, Chairman and Joint Chiefs of Staff, unified and specified commands of the U.S. Armed Forces
	V. LEADERSHIP/SUPERVISION	
P	V113	Supervise individuals assigned extra military instruction, extension of working hours, and withholding of privileges
	V160	Translate daily work requirements from immediate supervisor into specific assignments for work centers

Type Change		
	V. LEADERSHIP/SUPERVISION (cont'd)	
	V163	Coordinate availability of tools, supplies, equipment, and parts to perform tasks
	V165	Evaluate subordinate qualifications to perform tasks
	V166	Counsel subordinates on professional performance
	V167	Recommend formal reward or recognition for subordinates
	V169	Develop and publish daily work schedules for shifts, offices, or work centers
P	V173	Assess and report material and personnel readiness for shifts, offices, or work centers
	V188	Provide leadership in support of command management policies
A	V669	Conduct quarters (muster, instruction, inspection, and Sailor's creed)
A	V672	Counsel subordinates on personal performance
A	V674	Prepare for command inspections
A	V676	Supervise the divisional Job Qualification Requirements (JQR) and Personnel Qualification Standards (PQS) systems
	Y. PROGRAMS AND POLICIES	
	Y548	Know the Command Assessment Team (CAT) process
	Y549	Know the Command Training Team (CTT) process
P	Y567	Provide information services available to single Sailors and Navy families
A	Y704	Supervise integrity and efficiency programs (fraud, waste, and abuse)
A	Y712	Know the component programs of Brilliant on the Basics
A	Y708	Describe the Department Of the Navy (DON) suicide prevention policy

E6

Naval Standards by Functional Area

Type Change		
	A. WATCHSTANDING AND WATCH, QUARTER, AND STATION BILL	
P	A001	Prepare a divisional watch, quarter, and station bills
	A003	Assign personnel to a watch, quarter, and station bill
F	A027	Stand duty as a Section Leader
R/F	A028	Stand watch as a Divisional Duty Officer
F	A033	Coordinate enlisted watchbills
	C. DRILL AND FORMATION	
	C011	Prepare personnel for presentation at inspections, quarters, and ceremonial events
	C012	Present personnel at inspections, quarters, and ceremonial events
	D. UNIFORMS	
P	D017	Conduct seabag inspections
	D018	Conduct personnel inspections
	N. MATERIAL PRESERVATION AND MAINTENANCE	
P	N076	Maintain and inventory equipment and material used for preparing and painting a surface
	O. MILITARY JUSTICE	
P/R	O427	Know the purpose of the report of disposition and offense
	P. CAREER INFORMATION	
P	P085	Provide information on financial management to junior personnel
R	P089	Know the contents of the Electronic Service Record (ESR)
	P091	Provide financial management information and referrals
P	P461	Know how to apply for Limited Duty Officer (LDO) and Chief Warrant Officer (CWO) commissioning programs
A	P638	Explain the purpose of various career management programs (continuation boards, Fleet Rating Identification Engine (FLT RIDE), Career Reenlistment Objectives (CREO) groups, Career Development Boards (CDB), etc.)
A	P643	Participate in a Career Development Boards (CDB)
	Q. TRAINING	
P	Q097	Plan and direct personnel training
P/F	Q101	Provide input to command indoctrination and training programs
A	Q649	Describe the role of coalition of Sailors Against Destructive Decisions (CSADD) in the command's training program
	R. MANAGEMENT/ADMINISTRATION	
P	R112	Prepare enlisted performance evaluations
	R114	Perform the duties of the Leading Petty Officer (LPO)
R	R594	Know how to coordinate information with other departments, services, and government agencies
A	R659	Draft, edit, and forward recommendations for formal awards and recognition
A	R661	Prepare Temporarily Assigned Duty (TAD) orders and vouchers on the Navy's Defense Travel System (DTS) program
	T. CUSTOMS, TRADITIONS AND COURTESIES	
P	T588	Know the procedures for ceremonial events (Change of Command, retirements, etc.)
	V. LEADERSHIP/SUPERVISION	
	V162	Evaluate specific assignments to determine timelines and required resources
	V175	Prioritize overall job tasks for shifts, offices or work centers

E6

Naval Standards by Functional Area

Type Change		
	V. LEADERSHIP/SUPERVISION (cont'd)	
	V181	Recommend subordinates for assignment to command or departmental collateral duties
	V183	Draft recommendations for award/recognition for assigned subordinates
P/R	V189	Translate command or departmental instructions and documents into division work requirements
R	V190	Review operational schedules to build division work schedules and timelines
P	V192	Prioritize overall division tasking
P	V198	Delegate authority to subordinates to perform division functions
P	V206	Develop Plan of Action and Milestones (POA&M)
P/R	V219	Review operational schedules to build department work schedules and timelines
P	V226	Monitor department programs (quality assurance, training, safety, etc.)
R	V237	Counsel enlisted personnel on personal and professional matters
P	V238	Refer personnel with problems beyond the capability of the command to appropriate resources
P	V550	Know the purpose of the Casualty Assistance Calls Officer (CACO)
R	V566	Explain the Department of the Navy's (DON) primary strategy for improving mission readiness
A	V670	Conduct semi-annual performance counseling to personnel
A	V671	Counsel enlisted personnel on professional performance
A	V673	Prepare evaluations for junior personnel
A	V675	Provide counsel and supervision of the Perform To Serve (PTS) program within the division/department
	Y. PROGRAMS AND POLICIES	
A	Y690	Describe the methods for making informed risk decisions, including understanding risk control types, the effects of controls, and the understanding of residual risk
A	Y697	Identify the key personnel and their responsibilities in integrating risk management within the unit
A	Y702	Know the supervisors role in managing risk
A	Y709	Identify the most prevalent factors in perpetration of sexual assault incidents
A	Y710	Identify command response procedures of sexual assault incidents
A	Y711	Know procedures for conducting Zone Inspections
	Z. HAZARDOUS MATERIALS	
P/F	Z078	Identify types of preservative coatings and the surface upon which they are used

E7

Naval Standards by Functional Area

Type Change		
	A. WATCHSTANDING AND WATCH, QUARTER, AND STATION BILL	
	A004	Review and monitor assignment of personnel to the watch, quarter, and station bill
P	A005	Coordinate the preparation and assignment of personnel to the departmental watch, quarter, and station bill
P	A006	Advise the Chain Of Command on the currency of the command's watch, quarter, and station bill

Type Change		
	C. DRILL AND FORMATION	
	C009	Plan and coordinate inspections, quarters, and ceremonial events

Type Change		
	D. UNIFORMS	
R	D285	Know how to wear and maintain Chief Petty Officer (CPO) uniforms
A	D606	Describe the authority to prescribe uniforms
A	D607	Describe the history/heritage of navy uniforms
A	D608	Describe the rules for wearing uniforms to political activities, commercial interest, public speeches or rallies

Type Change		
	O. MILITARY JUSTICE	
P	O080	Conduct preliminary investigation of offenses
	O081	Perform the duties as a member of a Disciplinary Review Board (DRB)
P/R	O573	Advise Chain of Command on matters of good order and discipline affecting the command
P	O589	Know the procedures for conducting Captain’s Mast

Type Change		
	P. CAREER INFORMATION	
	P465	Know the Fleet or Force and Command Master Chief (CMC) programs
R	P468	Know the roles and functions of the Chief of Naval Operations (CNO)/Master Chief Petty Officer Of The Navy's (MCPON) leadership mess
P	P593	Know the eligibility requirements of the Senior Enlisted Academy and service academies
A	P645	Understand the importance of the Standards of Conduct boards

Type Change		
	Q. TRAINING	
	Q098	Train junior officers
P	Q099	Organize, schedule, and evaluate training programs
P	Q100	Develop and monitor command's training programs
A	Q655	Identify the resources for obtaining training quotas for navy courses
P	Q102	Monitor command indoctrination programs
A	Q656	Review Sailors’ Learning and Development Road-map (LADR) prior to Career Development Boards (CDB)

Type Change		
	R. MANAGEMENT/ADMINISTRATION	
	R110	Provide guidance to personnel preparing enlisted performance evaluations
R	R119	Prepare and submit divisional budget input
R	R124	Review Naval correspondence and messages for release
P	R126	Coordinate preparation for administrative, material and/or operational readiness inspections
	R131	Provide input to manpower authorization change requests
	R133	Prepare point papers
	R134	Prepare instructions and directives
	R135	Review Enlisted Distribution and Verification Reports (EDVR) for discrepancies and report findings
P	R136	Monitor leave and liberty schedules
P	R137	Know the content of command manning documents and process to recommend/implement changes

P	R570	Review contents of departmental manning documents and make recommendations for changes
A	R662	Prepare travel request and provide after action reports
A	R663	Review enlisted performance evaluations

Type Change	U. ORGANIZATION	
	U144	Review and submit changes to Command's Standard Organization and Regulations Manual (SORM)

Type Change	V. LEADERSHIP/SUPERVISION	
	V195	Assess and report division material and personnel readiness
	V199	Provide guidance to the Leading Petty Officer (LPO) on job task performance
	V202	Coordinate and evaluate status and impact of division work with other divisions
	V203	Review, edit, and forward recommendations for formal awards or recognition
	V204	Assist the branch or division officer in the development of policy
P	V208	Coordinate departmental level work schedules
P	V223	Ensure that division supervisors submit recommendations for formal awards or recognition
P	V225	Monitor divisional policies
P	V227	Provide guidance to junior officers in developing leadership skills
P	V229	Advise Chain of Command on enlisted personnel matters
P/R	V231	Translate Navy and command specific polices into organizational requirements
P	V232	Assess and report command or unit material and personnel readiness
P	V234	Review, recommend, and monitor implementation of policy statements, operation orders, and directives
P	V575	Monitor command programs (Sailor of the Year, Sponsor, etc.) and provide input for process improvement
A	V667	Know the procedures for conducting Career Development Boards (CDB)

Type Change	X. SECURITY REQUIREMENTS	
	X251	Train personnel in the security policies, requirements, and procedures for handling classified material and information
A	X678	Assess communications vulnerabilities to critical information and make recommendations for countermeasures if needed

Type Change	Y. PROGRAMS AND POLICIES	
P	Y260	Know the duties of Casualty Assistance Calls Officer (CACO)
A	Y687	Describe the five factors that commanders consider when approving a request for religious accommodation
A	Y692	Describe the process for requesting an immunization or Deoxyribonucleic Acid (DNA) waiver based on a sailor's religious objection
A	Y694	Identify controls and resources that the command can create to reduce risk to personnel (reduce risk to force)
A	Y696	Identify resources external to your command to support integration and implementation of risk management concepts and processes in your command

E8

Naval Standards by Functional Area

Type Change		
	O. MILITARY JUSTICE	
	O569	Perform the duties as Chairman of a Disciplinary Review Board (DRB)

Type Change		
	Q. TRAINING	
A	Q658	Understand the increased risk of "high risk" training

Type Change		
	V. LEADERSHIP/SUPERVISION	
	V209	Provide program and technical direction at the departmental level
	V212	Assess and report department's material and personnel readiness
	V214	Prioritize overall department work
	V215	Delegate authority for department functions
	V218	Coordinate and evaluate status and impact of department work on other departments
	V220	Provide guidance on job performance to division chiefs
	V221	Monitor assignment and utilization of department personnel
	V222	Track progress of overall department work efforts
	V224	Assist the Department Head in development of policy
P	V574	Identify and mediate inter-departmental differences

Type Change		
	Y. PROGRAMS AND POLICIES	
A	Y688	Describe the importance of measuring the effectiveness of risk management within your command
A	Y691	Describe the prioritization and utilization of limited resources in managing risk to ensure mission success

E9

Naval Standards by Functional Area

Type Change	V. LEADERSHIP/SUPERVISION	
A	V713	Advise personnel on standards of performance and conduct
A	V715	Advise Commanding Officer on formulation and implementation changes in policy affecting the enlisted force
A	V716	Ensure heritage and tradition are key components of training plans and Sailor development
A	V717	Ensure basic and traditional communication practices (Sailor-led general military training, quarters for muster, instruction, and inspection, etc.) are executed within the command
A	V714	Communicate with and support Navy family members
	V228	Provide guidance to senior enlisted in developing leadership skills
	V230	Provide leadership in the Chief Petty Officer's mess
	V236	Provide counsel to senior personnel
A	V668	Conduct midterm evaluations on senior enlisted leadership
A	V706	Brief commanders on controls and resources that command can create to reduce risk to personnel (reduce risk to force)

Type Change	Y. PROGRAMS AND POLICIES	
A	Y695	Identify controls and resources that the command can create to reduce risk to operations (reduce risk to mission)

APPENDIX A

GUIDELINES FOR PROPOSING CHANGES TO THE ENLISTED RATING STRUCTURE

A. INTRODUCTION

The Navy Enlisted Occupational Classification System (NEOCS) Board is a standing board and serves as the central monitoring and control point for system changes to ratings and overall system direction. The NEOCS Board formally reviews all proposals and supplies relevant data to the chain of command to assist in the review and approval process.

The Executive Secretary of the NEOCS Board processes all changes to the rating structure. Send proposals via your chain of command in accordance with OPNAVINST 1223 series to:

Executive Secretary NEOCS Board
Navy Manpower Analysis Center (NAVMAC)
5722 Integrity Drive
Millington TN 38054-5011

The Deputy Chief of Naval Operations (Manpower, Personnel, Training, and Education), approves policy and modifications to existing ratings including the establishment and disestablishment of service ratings. Under the authority of Title 10 U.S.C. 6013, the Secretary of the Navy approves the establishment and disestablishment of Navy ratings.

B. CRITERIA FOR NAVY RATINGS

1) The following considerations are intended for use in developing proposals to establish new ratings. All ratings:

   a. must apply to the regular Navy and Naval Reserve in peacetime and wartime with no basic change in structure during mobilization;

   b. must provide necessary generalization in paygrades E-4 through E-6 to ensure the availability of broadly qualified senior petty officers capable of supervising any work in their rating;

   c. must provide the fleet with a rating that can, with other ratings, accomplish all necessary tasks, yet possess specific knowledge and skills different from other ratings;

   d. must be useful at sea, ashore, or at an overseas activity;

   e. should be composed of occupational (work) content in sufficient scope and range so that the rating comprises a family of related jobs;

   f. should require essentially the same basic experience, training, techniques, abilities and physical and mental capacities;

   g. should involve a sufficient number of personnel to establish the need for training programs and related administrative functions;

   h. should have a skill level and qualifications structure; and

   i. should provide workload equity among ratings as far as practicable.

2) The following questions highlight some of the major issues evaluated by the NEOCS Board during the rating proposal review process. Proposals should address the following questions:

a. Is the proposal for a general rating, or rating merger?

b. What are the operational requirements of the proposed rating; why is it necessary?

c. If the proposal is for a rating, what related service ratings, if any, are required?

d. If the proposed rating contains service ratings, what proportion should be assigned to each service rating?

e. What is the title of the proposed rating?

f. What tasks and duties will personnel in the proposed rating be required to perform?

g. How will the work requirements be assigned among the paygrades?

h. To what extent will the level of skill and knowledge increase with each higher paygrade?

i. What degree of formal and on-the-job training is required?

j. What special personal qualifications are needed for the new rating (mental, physical or other requirements)?

k. To what Limited Duty Officer (LDO) and Chief Warrant Officer (CWO) classifications would personnel in the rating advance?

D. CRITERIA FOR NAVY ENLISTED JOBS.

See APPENDIX C.

APPENDIX B

OCCUPATIONAL FIELDS AND ASSOCIATED RATINGS

1. Administration (LN, NCC, NCR, PS, RP, YN)
2. Air Traffic Control (AC)
3. Aviation Ground Support (ABE, ABF, ABH, AS)
4. Aviation Maintenance/Weapons (AD, AE, AM, AME, AO, AT, AZ, PR)
5. Aviation Sensor Operations (AW)
6. Communications (IT, ITS)
7. Construction (BU, CE, CM, EA, EO, SW, UT)
8. Cryptology (CTI, CTM, CTN, CTR, CTT)
9. General Seamanship (BM)
10. Health Care (HM)
11. Intelligence (IS)
12. Law Enforcement/Security (MA)
13. Logistics (CS, LS, SH)
14. Marine Engineering (EM, EN, GSE, GSM, IC, MM)
15. Media (MC)
16. Meteorology and Oceanography (AG)
17. Music (MU)
18. Ordnance Systems (GM, MN, MT)
19. Sensor Operations (STG, STS)
20. Ship Maintenance (DC, HT, MR)
21. Ship Operations (OS, QM)
22. Special Warfare/Diving (EOD, ND, SB, SO)
23. Weapons Control (ET, FC, FT)

APPENDIX C

NAVY ENLISTED BILLET CLASSIFICATION (NEBC) STRUCTURE

Contents

Paragraph

General.....2

Application 2

Assignment 2

Justification to Establish and/or Retain NEBCs 2

Recommendations to Establish, Delete or Revise NEBCs 3

Establishment Template.....5

NEBC Table 7

APPENDIX C

NAVY ENLISTED BILLET CLASSIFICATION (NEBC) STRUCTURE

1. General

a. The occupational work of Navy enlisted personnel was previously only described by Rate, Rating and Navy Enlisted Classification (NEC) codes. To better support the work and mission requirements of future Navy Total Force (NTF) enlisted personnel, the NEBC was developed to provide a more comprehensive work and job description. General descriptions of the duties performed in a position, along with complete task descriptions, skills and abilities, and experience required to perform Navy work, are essential to the identification and development of flexible and transferable skill sets throughout a NTF.

b. NEBCs identify enlisted position requirements and enlisted occupational experience required to fill a position and is acquired through position experience or through a combination of education, training, and experience.

c. An NEBC provides a general description of duties performed in a position. It is not meant to cover every duty required of the job nor is every duty listed necessarily a requirement of the position. The NEBC identifies a group of enlisted positions which are similar but not necessarily identical in scope and nature of duties.

d. Each NEBC consists of a system-generated six-digit unique identifier (job code), a long title, a NAVMAC assigned 14 and 30 character short title, a job description, proficiency level, and other job specifications required to perform a job. An NEBC may contain tasks, skills, and abilities which would be documented in the enlisted Occupational Standards. NEBCs are maintained in the Master Job Code Table and can be found at http://www.npc.navy.mil/AboutUs/NAVMAC/WorkforceClassification/Navy+Job+Code.htm.

e. A need exists in certain Human Resource (HR) operations for occupational information related to NEBCs. The attributes below are assigned to each NEBC to support HR operations.

(1) The Standard Occupation Classification (SOC) code identifies the group number and title in the nation's Occupation Network (O*NET) which corresponds to the NEBC. The O*NET SOC is maintained by the Department of Labor (DOL). The SOC provides a common occupational grouping and numerical coding system for classifying the nation's work in the U.S. and can be found at http://online.onetcenter.org/.

(2) The DoD Occupation Classification (DOC) code identifies the group number and title in the Department of Defense Occupational Conversion Manual (DOD 1312.1 series) which corresponds to the NEBC. The DOC provides a common occupational grouping and numerical coding system for classifying work in DoD and can be found at http://www.dtic.mil/whs/directives/corres/pdf/131201i.pdf.

(3) The Navy Occupational Classification (NOC) code represents the occupational classifications of the Navy using a common occupational grouping and numerical coding system. Each job is assigned a NOC code, which will be used to place jobs with similar work within the hierarchy. The NOC code consists of a five level hierarchy. The first level of the code identifies the major group, the second level identifies the minor group, the third in combination with the first two levels identifies job area, the fourth level is the specialty field, and the fifth level indicates a sequential job within the hierarchy.

2. Application. When applied to a position, the NEBC is a general statement of duties performed in accomplishing some part of an activity's mission. The paygrade distinguishes positions which differ in degree of authority or responsibility but not in essential duties performed.

3. Assignment of a job code on all positions is mandatory.

4. Justification to Establish and/or Retain NEBC(s). To establish and/or retain NEBCs, requests should meet the following criteria:

a. Must describe the qualitative requirements of existing or proposed positions in the Navy (e.g. Activity Manpower Documents (AMD)).

b. Must apply to HR planning, personnel control, career management, education and training, or manpower functions.

c. Must apply Navy-wide and does not reflect purely local conditions or organization unless it is necessary to meet the criteria stated in paragraph 4b.

d. Must not duplicate an existing NEBC.

e. Must identify positions, both regular and temporary (peacetime and mobilization), and employee experience, both active and inactive.

f. Must identify a minimum of **50** positions.

g. Job descriptions should be concise and are limited to 3000 characters, including spaces. Job descriptions should be broad enough to identify all positions with similar requirements, yet narrow enough to distinguish significant differences not identified through other codes (e.g., rating, paygrade and activity). Job descriptions stress what is done rather than how or why it is done. They should not include duties required of all employees, such as training of subordinates or preparing routine reports, unless such duties are a distinct requirement of the job.

NOTE: A Classification Element (CE) is the basic component into which a classification category is divided, such as: Rating, Navy Enlisted Classification (NEC) code, Navy Officer Billet Classification (NOBC) code, Additional Qualification Designator (AQD) code, etc. NEBCs are a new CE for the Navy Enlisted Occupational Classification System (NEOCS) and will function similar to NOBCs in the Navy Officer Occupational Classification System (NOOCS). They represent Navy jobs.

5. Recommendations to Establish, Delete, or Revise NEBC(s).

a. To ensure NEBCs reflect current technological and administrative developments, commands and employees are invited to review and evaluate these classifications and, if appropriate, submit recommendations for improvement. An activity recommending a new job should first ensure that an established job in its present form, or with some revision, would not suffice for identifying the occupational aspects of the positions involved. Commands recommending establishing, deleting, or revising a job should consider the criteria listed in paragraphs 2, 3, and 4. All recommendations should include the appropriate information as follows:

(1) Recommendations to establish NEBC(s) must include:

(a) Recommended long title. NAVMAC assigns the 14 and 30 character short titles;

(b) Recommended description (limited to 3000 characters, including spaces);

(c) Number and location of positions, by activity type, that the proposed NEBC will identify;

(d) Recommended paygrades applicable to the NEBC tasks;

(e) Information on how the requirements/qualifications are currently identified;

(f) Justification stating why the existing NEBC descriptors are insufficient without the proposed NEBC, and other historical or amplifying information necessary for prudent consideration at each level of review; and

(g) Point of Contact (include commercial and DSN telephone numbers, fax number, and e-mail address).

(2) Recommendations to delete NEBC(s) must include:

(a) Long Title and Job Code of existing NEBC(s);

(b) Reason(s) for deleting the NEBC (e.g., qualifications duplicated by another NEBC, insufficient positions to meet the criterion in paragraph 4. (f) and any other information needed for consideration at each level of review;

(c) Information on which NEBCs (include job codes), if any, will absorb the duties of the NEBC and redistribution of NEBC characteristics to identified NEBC(s) that will absorb the duties;

(d) Information on how to recode the positions and job incumbents, if appropriate, presently coded with this NEBC; and

(e) Point of contact (include commercial and DSN telephone numbers, fax number, and e-mail address).

(f) Use standard naval letter format or e-mail when submitting requests for NEBC deletions.

(3) Recommendations to revise NEBC(s) must include:

(a) Long Title and Job Code of existing NEBC(s);

(b) Proposed recoding (if applies), re-titling and/or rewording of the current NEBC and associated characteristics;

(c) Justification for the proposed revision(s); and

(d) Point of Contact (include commercial and DSN telephone numbers, fax number, and e-mail address).

(e) Use standard naval letter format or e-mail when submitting requests for NEBC revisions.

b. The NEOCS Board, per OPNAVINST 1223.1 series, serves as the central point for changes to the Navy Enlisted Occupational Classification System. Activities proposing establishment, deletion, or revision to NEBCs should send recommendations, using the following template, via the appropriate chain of command to:

COMMANDING OFFICER
NAVY MANPOWER ANALYSIS CENTER
(ATTN: CODE 10)
5722 INTEGRITY DRIVE
MILLINGTON, TN 38054-5011

CH-66

(COMMAND LETTERHEAD)

TEMPLATE

1211
Ser 10/
Date

From: Submitting Organization
To: Commanding Officer, Navy Manpower Analysis Center (Code 10)
Via: Endorsements, if applicable

Subj: PROPOSAL TO ESTABLISH NAVY ENLISTED BILLET CLASSIFICATION (NEBC) FOR XXXXX (provide job title)

Ref: (a) Manual of Navy Enlisted Occupational Standards, NAVPERS 18068F, VOL I APPENDIX C
(b) OPNAVINST 1223.1 series

Encl: (1) Justification to establish NEBC XXXXXX

1. Per references (a) and (b), enclosure (1) is submitted recommending the establishment of the subject NEBC.

2. Establishment of this NEBC will improve the identification of enlisted position requirements for the XXXXX rating(s). (Any additional comments should stay high level).

3. My point of contact is, XXXXX (provide rate/rank name), who may be reached at (###) ###-####/DSN ###, or by email to: XXXXX.

J. P. JONES
Deputy Commander

Justification to establish NEBC XXXXX

1. Job Title: Recommend an NEBC title (e.g. Human Intelligence Specialist).

2. Career Field: Provide rating(s) that the proposed NEBC would be associated with (e.g. IS).

3. Job Description: Supply a concise job description for the proposed NEBC (limited to 3,000 characters, including spaces).

4. Other Relationships and Rules: List related NECs or special rules.

5. Tasks and Paygrades: Include list of proposed tasks (to include task paygrade) that identifies the work to be done in the proposed NEBC.

6. Justification: Explain the purpose of the proposed NEBC, how the requirements/qualifications are currently identified, why the existing NEBC descriptors are insufficient without the proposed NEBC, and how it will impact manpower increases/decreases. Be as specific as possible.

7. Costs: Identify any associated costs, if applicable.

8. Number and Location of Billets: Identify the number and location of positions/billets (by activity type) requiring the proposed NEBC.

9. Directives: Identify directives associated with the proposed NEBC (i.e. instructions, manuals, working groups, steering committees, and/or requirements boards).

10. Resource Sponsor/Technical Advisor: Provide the abbreviated activity name, along with the respective Resource Sponsor/Technical Advisor responsible for proposed NEBC (e.g. OPNAV N2/N6, ISCM XXXXX).

Enclosure (1)

Navy Enlisted Billet Classification (NEBC) Table

Job Code	Occupational Classification Code	Job Title
001000	3M	Preventive Maintenance Manager
002506	ABE	Arresting Gear Technician
002584	ABE	Catapult Technician
001030	ABF	Aviation Fuels Below Deck Operations Technician
001085	ABF	Aviation Fuels Flight Deck Operations Technician
001140	ABF	Aviation Fuels Shore Base Operations Technician
001195	ABH	Aircraft Director
001250	ABH	Crash And Salvage Fire Fighter
001555	ABH	Air Operations Technician
001307	AC	Air Traffic Controller
001362	AD	Aviation Machinist's Mate Organizational Level
001417	AD	Aviation Machinist's Mate Intermediate Level
001472	AE	Aviation Electrician's Mate Intermediate Level Technician
001527	AE	Aviation Electrician's Mate Organizational Level Technician
001585	AG	Meteorological And Oceanographic (METOC) Forecaster
001640	AG	Master Meteorological And Oceanographic (METOC) Forecaster
001695	AG	Meteorological And Oceanographic (METOC) Analyst
001805	AM	Aviation Structural Mechanic Intermediate Level
001862	AM	Aviation Structural Mechanic Organizational Level
001955	AME	Aviation Environmental And Egress Technician
002687	AN	Airman
002000	AO	Armament Weapons Support Equipment Technician
002045	AO	Aircraft Armament Equipment Technician
002093	AO	Armorer
002138	AO	Weapons Department Technician
002183	AO	Ammunition Logistics Manager
002228	AO	Squadron Ordnance Technician
002273	AO	Aviation Ordnance Quality Assurance Safety Supervisor
002320	AS	Aviation Support Equipment Technician
002365	ATI	Aviation Calibration Technician
002410	ATI	Aviation Electronics Intermediate Level Technician
002455	ATO	Aviation Electronics Organizational Level Technician
002581	AVIATION	Maintenance Master Chief
002589	AVIATION	Maintenance And Production Chief
001595	AWF	Air Warfare Systems Engineer
002539	AWF	Aircrew Readiness Manager (Mechanical)
002544	AWO	Acoustic Systems Specialist
002554	AWO	Tactical Aircrew Watch Officer
002571	AWO	Electronic Systems Specialist
002671	AWO	Tactical/Mobile Tactical Operations Center Analyst
002742	AWO	Aircrew Readiness Manager (Operator)
002521	AWR	Tactical Multi-Sensor Operator
002549	AWR	Tactical Systems Operator

Job Code	Occupational Classification Code	Job Title
002743	AWR	Aircrew Readiness Manager (Tactical Helicopter)
002747	AWR	Multi-Mission Helicopter Sensor Operator
002748	AWR	Aircraft Carrier Tactical Support Center (CV-TSC) Operator
001605	AWS	Helicopter Warfare Specialist
002744	AWS	Aircrew Readiness Manager (Helicopter)
001590	AWV	Airborne Communication Technician
001600	AWV	Airborne Electronic Intelligence Specialist
001610	AWV	In-Flight Technician
002672	AWV	Unmanned Aerial Vehicle (UAV) Pilot/Maintainer
002745	AWV	Aircrew Readiness Manager (Avionics)
002576	AZ	Aviation Administrator
003720	BM	Ships And Boats Mate
003721	BM	Ordinary Seaman
003722	BM	Able Seaman
002594	BU	Builder
002599	CE	Construction Electrician
002604	CM	Construction Mechanic
003707	CMC	Flag Command Master Chief
003708	CMC	Installation Command Master Chief
003709	CMC	Command Master Chief
003710	CMC	Force-Fleet Master Chief
003711	CMC	Immediate Superior In Command Master Chief
003712	CMC	Chief Of The Boat
003713	CMC	Large Deck Command Master Chief
002688	CN	Constructionman
001007	CS	Leading Culinary Specialist
002609	CS	Culinary Specialist
001022	CTI	Language Analyst Operator
001027	CTI	Language Analyst Supervisor
002683	CTI	Master Language Analyst
001035	CTM	Cryptologic Systems Maintenance Technician
001040	CTM	Cryptologic Systems Maintenance Director
001040	CTM	Cryptologic Systems Maintenance Director
002729	CTM	Cryptologic Systems Installation Technician
003006	CTN	Cryptologic Cyberspace Analyst
003103	CTN	Cyberspace Planner
003303	CTN	Cryptologic Cyberspace Operator
001072	CTR	Signals Intelligence Collection Analyst And Reporter
001077	CTR	Communication Intelligence Collection Signals Analyst
001082	CTR	Collection Operations Manager
002746	CTR	Collection Operator
001090	CTT	Electronic Intelligence Analyst
001095	CTT	Electronic Warfare Operator
002676	CTT	Electronic Warfare Maintainer
002677	CTT	Electronic Warfare Planner
003002	DC	Ship Survivability Systems Maintainer

Job Code	Occupational Classification Code	Job Title
003021	DC	Ship Survivability Systems Technician
001160	EA	Engineering Aide
003302	EM	Electrical Systems Technician
003699	EM	Electrical Systems Maintainer
003777	EMN	Submarine Propulsion Plant Electrical Operator
003778	EMN	Surface Propulsion Plant Electrical Operator
003785	EMN	Submarine Propulsion Plant Electrical Supervisor
003786	EMN	Surface Propulsion Plant Electrical Supervisor
003793	EMN	Submarine Propulsion Plant Electrical Manager
003794	EMN	Surface Propulsion Plant Electrical Manager
003102	EN	Diesel Engine Systems Manager
003179	EN	Diesel Engine Systems Technician
003653	EN	Diesel Engine Systems Maintainer
001165	EO	Equipment Operator
001172	EOD	Senior Explosive Ordnance Disposal Technician
001177	EOD	Master Explosive Ordnance Disposal Technician
002617	EOD	Basic Explosive Ordnance Disposal Technician
003723	ET	Electronics Communications Technician
003724	ET	Electronics Data Systems Technician
003725	ET	Electronics Radar Systems Technician
003726	ET	Electronics Systems Manager
001215	ETR	Communications Operator
001220	ETR	Communications Manager
001227	ETR	Communications Technician
001182	ETV	Submarine Navigation Operator
001187	ETV	Submarine Navigation Technician
003779	ETN	Submarine Reactor Controls Operator
003780	ETN	Surface Reactor Controls Operator
003787	ETN	Submarine Reactor Controls Supervisor
003788	ETN	Surface Reactor Controls Supervisor
003795	ETN	Submarine Reactor Controls Manager
003796	ETN	Surface Reactor Controls Manager
001192	ETN	Submarine Navigation Manager
003727	FC	Fire Control Operator
003728	FC	Fire Control Technician
003729	FC	Fire Control Administrator
002689	FN	Fireman
001232	FT	Combat Control Systems Operator
001237	FT	Combat Control Systems Technician
001242	FT	Combat Control Systems Manager
003730	GM	Weapons Administrator
003731	GM	Weapons Delivery System Technician
003732	GM	Small Arms Technician
003202	GSE	Gas Turbine Electrical Systems Maintainer
003654	GSE	Gas Turbine Electrical Systems Technician
003003	GSM	Gas Turbine Mechanical Systems Technician

Job Code	Occupational Classification Code	Job Title
003698	GSM	Gas Turbine Mechanical Systems Maintainer
001155	HM	Dental Technician Basic
001247	HM	Deep Sea Diving Independent Duty Corpsman
001255	HM	Hospital Corpsman Basic
001260	HM	Fleet Marine Force Medical/Dental Technician
001265	HM	Orthopedic Cast Room Technician
001289	HM	Fleet Marine Force Reconnaissance Corpsman
001304	HM	Optician
001312	HM	Biomedical Equipment Technician
001317	HM	Fleet Marine Force Reconnaissance Independent Duty Corpsman
001322	HM	Pharmacy Technician
001327	HM	Submarine Force Independent Duty Corpsman
001339	HM	Hemodialysis/Apheresis Technician
001344	HM	Physical Therapy Technician
001349	HM	Surface Force Independent Duty Corpsman
001354	HM	Cardiovascular Technician
001359	HM	Histopathology Technician
001367	HM	Preventive Medicine Technician
001372	HM	Surgical Technologist
001382	HM	Medical Laboratory Technician
001387	HM	Behavioral Health Technician
001394	HM	Urology Technician
002669	HM	Advanced Dental Assistant
002670	HM	Dental Laboratory Technician, Advanced
002740	HM	Opthalmic Surgical Technician
002749	HM	Ultrasound Technologist
002750	HM	Mammography Technologist
003007	HM	Dental Hygienist
003020	HM	Medical Deep Sea Diving Technician
003055	HM	Occupational Therapy Assistant
003155	HM	Respiratory Therapy Technician
003178	HM	Mortician
003301	HM	Dental Laboratory Technician, Maxillofacial
003355	HM	Nuclear Medicine Technician
003380	HM	Drug And Alcohol Counselor
003401	HM	Dental Laboratory Technician, Basic
003455	HM	Electroneurodiagnostic Technologist
003462	HM	Aerospace Physiology Technician
003501	HM	Search And Rescue Medical Technician
003555	HM	Radiation Health Technician
003652	HM	Advanced Radiographer Technician
003700	HM	Aerospace Medical Technician
003358	HN	Hospitalman
003004	HT	Hull Systems Maintainer
003556	HT	Hull Systems Technician
003733	IC	Interior Communication Operator

Job Code	Occupational Classification Code	Job Title
003734	IC	Interior Communication Technician
003735	IC	Interior Communication Administrator
003704	INSTRUCTOR	Formal Instructor
003705	INSTRUCTOR	Training Manager
003706	INSTRUCTOR	Workspace Trainer
001399	IS	Strike Warfare Intelligence Analyst
001404	IS	Operational Intelligence Analyst
001409	IS	Imagery Intelligence Analyst
002685	IS	Expeditionary Warfare Intelligence Analyst
001414	IT	Information Technology Network Technician
001422	IT	Information Technology Security Manager
001427	IT	Information Technology Security Technician
001432	IT	Information Technology Communication Technician
002712	ITS	Information Technology Technician Submarines
002713	ITS	Information Technology Manager Submarines
003803	LCAC	Landing Craft Air Cushion Deck Engineer
003804	LCAC	Landing Craft Air Cushion Engineer
003805	LCAC	Landing Craft Air Cushion Loadmaster
003806	LCAC	Landing Craft Air Cushion Operator/Navigator
003714	LEADER	Command Leader
003715	LEADER	Foundational Leader
003716	LEADER	Primary Leader
003717	LEADER	Advanced Leader
003718	LEADER	Executive Leader
003719	LEADER	First Line Leader
001469	LN	Paralegal
001477	LN	Law Office Specialist
001482	LN	Law Office Clerk
001637	LS	Postal Clerk
001742	LS	Logistics Manager
001747	LS	Logistician
001487	MA	Corrections Specialist
001492	MA	Independent Duty Master-At-Arms
001497	MA	Investigator-Protective Service Specialist
001504	MA	Mobile Security Force Specialist
001509	MA	Security Force Specialist
001514	MA	Trainer-Planner
002206	MC	Print Journalist
002274	MC	Public Affairs Specialist
002618	MC	Broadcaster
002619	MC	Photographer
002621	MC	Mass Communication Specialist Supervisor
002622	MC	Graphic Artist
003005	MM	Steam Plant Auxiliary Systems Maintainer
003177	MM	Steam Plant Auxiliary Systems Technician
003651	MM	Steam Plant Auxiliary Systems Manager

Job Code	Occupational Classification Code	Job Title
001519	MMA	Auxiliary Equipment Technician
001524	MMA	Auxiliary Equipment Operator
001532	MMA	Auxiliary Equipment Manager
003781	MMN	Propulsion Plant Mechanical Operator
003789	MMN	Propulsion Plant Mechanical Supervisor
003797	MMN	Propulsion Plant Mechanical Manager
001537	MMW	Tactical Weapons Operator
001542	MMW	Tactical Weapons Manager
001547	MMW	Tactical Weapons Technician
003736	MN	Mine Warfare Specialist
003737	MN	Mine Warfare Manager
003156	MR	Machinery Repairman Apprentice
003381	MR	Machinery Repairman Journeyman
001552	MT	Strategic Weapons Manager
001562	MT	Strategic Weapons Technician
001567	MT	Strategic Weapons Operator
001572	MU	Musician
001577	MUSE	Mobile Utilities Support Equipment Technician
002736	NAVSTD	Naval Standards
001617	NCC	Command Career Counselor
001622	NCC	Career Specialist
003776	NCC	Chief Career Counselor
001627	NCR	Recruiting Manager
001632	NCR	Recruiting Supervisor
001100	ND	Second Class Diver
001105	ND	First Class Diver
001110	ND	Master Diver
001008	Non Rating Specific	EO Advisor
001800	Non Rating Specific	Drug And Alcohol Counselor Intern
001820	Non Rating Specific	Student
001825	Non Rating Specific	Officer Candidate, NAC
001830	Non Rating Specific	Officer Candidate, Aviation Officer
001839	Non Rating Specific	Officer Candidate, Civil Engineer
001844	Non Rating Specific	Officer Candidate, Nuclear Propulsion
001849	Non Rating Specific	Officer Candidate, School
001854	Non Rating Specific	Officer Candidate, Midshipman
001859	Non Rating Specific	Transient
001867	Non Rating Specific	Patient
001872	Non Rating Specific	Prisoner
001877	Non Rating Specific	Holdee
001910	Non Rating Specific	Correctional Counselor
002648	Non Rating Specific	Boat Crew Specialist
002649	Non Rating Specific	Camp/Convoy Security Specialist
002650	Non Rating Specific	Boarding Specialist
003752	Non Rating Specific	Aviation Maintenance Technician
003753	Non Rating Specific	Ceremonial Specialist

Job Code	Occupational Classification Code	Job Title
003754	Non Rating Specific	Counselor
003755	Non Rating Specific	Disaster Preparedness Operations Specialist
003756	Non Rating Specific	Electronics Maintenance Technician
003757	Non Rating Specific	Environmental Specialist
003758	Non Rating Specific	Hospitality Specialist
003759	Non Rating Specific	Human Resources Specialist
003760	Non Rating Specific	Inspector
003762	Non Rating Specific	Logistics Support Technician
003763	Non Rating Specific	Maintenance Technician
003764	Non Rating Specific	Office Support Specialist
003765	Non Rating Specific	Operations Support Technician
003766	Non Rating Specific	Recruiter
003767	Non Rating Specific	Security Support Specialist
003768	Non Rating Specific	Support Services Specialist
003769	Non Rating Specific	Transportation Specialist
003802	Non Rating Specific	LCAC, Craftmaster
003738	OS	Combat Air Controller
003739	OS	Navigation And Plotting Specialist
003740	OS	Warfare Operator
003741	OS	Operations Administrator
003742	OS	Electronic Systems Operator
001687	PR	Aviation Life Support Systems Training And Acquisition Manager
001692	PR	Aviation Life Support Systems Intermediate Level Technician
001700	PR	Aviation Life Support Systems Organizational Level Technician
001705	PR	Special Operations Parachute Rigger
001117	PS	Pay Supervisor
001122	PS	Pay Manager
001127	PS	Pay Clerk
001665	PS	Personnel Clerk
001677	PS	Personnel Supervisor
001682	PS	Personnel Manager
003743	QM	Navigation Administrator
003744	QM	Navigation Specialist
003745	QM	Navigation Manager
001710	RP	Religious Program Specialist
001715	RP	Religious Program Manager
001775	SB	Special Warfare Combatant-Craft Crewman Basic
001782	SB	Special Warfare Combatant-Craft Crewman Senior
001787	SB	Special Warfare Combatant-Craft Crewman Master
001727	SH	Retail Operator
001732	SH	Laundry Operator
001737	SH	Barber
002690	SN	Seaman
001720	SO	Sea Air And Land (SEAL)
003746	STG	Anti-Submarine Warfare Operations Manager
003747	STG	Anti-Submarine Warfare Equipment Operator

Job Code	Occupational Classification Code	Job Title
003748	STG	Anti-Submarine Warfare Equipment Technician
001755	STS	Basic Sonar Operator
001760	STS	Advanced Sonar Operator
001765	STS	Sonar Supervisor
001770	SW	Steelworker
001792	UCT	Underwater Construction Technician
001797	UT	Utilitiesman
001802	YN	Administrative Assistant
001810	YN	Administrative Supervisor
001815	YN	Office Manager

APPENDIX D

SCHEDULES FOR OCCUPATIONAL STANDARDS (OCCSTDS) REVISIONS

OCCSTDs are reviewed on a periodic basis. OCCSTDs schedules can change based on the complexity of the rating, warfare sponsor requests, and the needs of the Navy. The OCCSTDs FY schedules are shown below. (NOTE: "X" indicates the year a rating is projected for review.)

RATINGS	Periodicity	2015	2016	2017	TBD
ABE	5-8 or RS request				X
ABF	5-8 or RS request				X
ABH	5-8 or RS request				X
AC	3 years	X		X	
AD	3 years			X	
AE	3 years			X	
AG	5-8 or RS request				X
AM	3 years		X		
AME	4 years		X		
AN	5-8 or RS request				X
AO	4 years		X		
AS	5-8 or RS request			X	
ATI	3 years		X		
ATO	3 years		X		
AWF	4 years				X
AWO	4 years				X
AWR	4 years				X
AWS	4 years				X
AWV	4 years				X
AZ	4 years			X	
BM	5-8 or RS request				X
BU	3 years	X			
CE	3 years	X			
CM	3 years	X			
CN	3 years			X	

RATINGS	Periodicity	2015	2016	2017	TBD
CS	5-8 or RS request				X
CTI	2 years			X	
CTM	4 years				X
CTN	2 years			X	
CTR	2 years			X	
CTT	4 years	X			
DC	5-8 or RS request	X			
EA	3 years	X			
EM	5-8 or RS request			X	
EMN	4 years	X			
EN	2 years			X	
EO	3 years	X			
EOD	5-8 or RS request				X
ET	3 years			X	
ETN	4 years	X			
ETR	2 years		X		
ETV	4 years	X			
FC	2 years		X		
FN	5-8 or RS request				X
FT	4 years				X
GM	4 years			X	
GSE	2 years		X		
GSM	2 years		X		
HM	3 years			X	
HN	5-8 or RS request				X

RATINGS	Periodicity	2015	2016	2017	TBD
HT	5-8 or RS request				X
IC	3 years			X	
IS	4 years				X
IT	2 years	X			
ITS	2 years	X		X	
LN	5-8 or RS request				X
LS	5-8 or RS request				X
MA	5-8 or RS request		X		
MC	5-8 or RS request				X
MM	3 years	X	X		
MMA	5-8 or RS request				X
MMN	4 years				X
MMW	4 years				X
MN	4 years			X	
MR	5-8 or RS request	X			
MT	4 years			X	
MU	5-8 or RS request				X
NCC	4 years		X		

RATINGS	Periodicity	2015	2016	2017	TBD
NCR	4 years			X	
ND	5-8 or RS request			X	
OS	2 years		X		
PR	5-8 or RS request	X			
PS	5-8 or RS request				X
QM	4 years		X		
RP	5-8 or RS request				X
SB	5-8 or RS request	X			
SH	5-8 or RS request				X
SN	5-8 or RS request				X
SO	5-8 or RS request	X			
STG	3 years		X		
STS	3 years			X	
SW	3 years	X			
UT	3 years	X			
YN	5-8 or RS request				X
NAVSTD	5-8 or RS request				X

APPENDIX E

RATING ADVISORS

Primary and technical rating advisors from among the Deputy Chiefs of Naval Operations, Systems Commanders and heads of other offices, assist the Chief of Naval Operations and the Chief of Naval Personnel in executing their responsibilities for enlisted manpower and personnel. OPNAVINST 1223 series contains the definitions and responsibilities for enlisted rating advisors.

RATING	PRIMARY ADVISOR	TECHNICAL ADVISOR
AB	CNO (N98)	NAVAIR
AC	CNO (N98)	NAVAIR
AD	CNO (N98)	NAVAIR
AE	CNO (N98)	NAVAIR
AG	CNO (N98)	NAVMETOC
AM	CNO (N98)	NAVAIR
AO	CNO (N98)	NAVAIR
AS	CNO (N98)	NAVAIR
AT	CNO (N98)	NAVAIR
AW	CNO (N98)	NAVAIR
AZ	CNO (N98)	NAVAIR
BM	CNO (N96)	NAVSEA
BU	CNO (N95)	NAVFACENG
CE	CNO (N95)	NAVFACENG
CM	CNO (N95)	NAVFACENG
CS	CNO (N41)	NAVSUP (51,NOOB)
CT	CNO (N2/N6)	NETWARCOM N1B
DC	CNO (N96)	NAVSEA
EA	CNO (N44)	NAVFACENG
EM	CNO (N96)	NAVSEA
EMN	CNO (N97)	NAVSEA 08
EN	CNO (N96,N95)	NAVSEA, SPECWAR
EO	CNO (N95)	NAVFACENG
EOD	CNO (N95)	NAVSEA (PMS-EOD)

CH-66

RATING	PRIMARY ADVISOR	TECHNICAL ADVISOR
ET	CNO (N96)	NAVAIR, NAVSEA, SPWAR
ETN	CNO (N97)	NAVSEA 08
ETR	CNO (N97)	NAVSEA
ETV	CNO (N97)	NAVSEA
FC	CNO (N96)	NAVSEA (PMS-471), NAVSEA (PMS-461)
FT	CNO (N97)	NAVSEA
GM	CNO (N96)	NAVAIR, NAVSEA
GS	CNO (N96)	NAVSEA
HM	CNO (N093)	BUMED (OOHC)
HT	CNO (N96)	NAVSEA
IC	CNO (N96)	NAVSEA
IS	CNO (N2/N6)	CNO (N2M), SPECWAR
IT	CNO (N2/N6, N96)	NETWARCOM, SECGRU, SPAWAR
ITS	CNO (N2/N6, N97)	NETWARCOM, SECGRU, SPAWAR, NAVSEA
LN	JUDGE ADVOCATE GENERAL	JUDGE ADVOCATE GENERAL
LS	CNO (N41)	NAVSUP (4B,N00B)
MA	NECC	NCIS
MC	CNO (N09C)	NAVMEDIACEN
MM	CNO (N96)	NAVSEA
MMA	CNO (N97)	NAVSEA
MMN	CNO (N97)	NAVSEA 08
MMW	CNO (N97)	NAVSEA
MN	CNO (N95)	NAVSEA
MR	CNO (N96)	NAVSEA
MT	CNO (N97)	DIRSSP
MU	PERS-4014	PERS-4014
NCC	DCNP	NAVPERSCOM (PERS-3), CPPD
NCR	CNRC	CNRC, CPPD

APPENDIX F

CRITERIA AND GUIDELINES FOR RECOMMENDING CHANGES TO STANDARDS

A. GENERAL

1. The Navy requires a periodic review and update of enlisted Occupational Standards (OCCSTDs). Although the Navy Manpower Analysis Center (NAVMAC) conducts this review and update, all commands are urged to submit recommended changes to the OCCSTDs whenever they identify new, revised, or obsolete requirements.

2. The procedure for developing updated OCCSTDs includes a preliminary review of current OCCSTDs by rating advisors. This validates and identifies new or changing requirements. U.S. Fleet Forces Command (USFF), Type Commanders, Commander, Naval Education and Training Command (NETC), rating advisors, enlisted community managers, and other interested activities then receive these proposals for review and comment. OCCSTDs are endorsed by the Primary Advisor(s) of each rating prior to approval and promulgated by the Director, Military Personnel Plans and Policy Division (N13).

3. Forward recommended changes to OCCSTDs, via the chain of command, to:

Commanding Officer
Navy Manpower Analysis Center
5722 Integrity Drive
Millington, TN 38054-5011

OR

E-mail to: Navmac_Classifications@navy.mil

B. CRITERIA

1. OCCSTDs should:

a. Be consistent with the approved scope of the rating.

b. Be stated as an action (i.e., a task to be done). The details of tasks are derived from task analyses and other data.

c. Be concise and understandable.

d. Reflect the paygrade level at which the task should normally be performed. Changing factors, such as existing or projected low manning levels, should not influence paygrade determination.

e. Include only those tasks which are attainable by the average incumbent of a rate.

f. Reflect skill progression among the various paygrades as appropriate for the rating.

2. OCCSTDs should not include:

a. Knowledge requirements, which are implied in the performance of a task.

b. Qualifiers, such as perform an action "in accordance with..." It is assumed that personnel comply with applicable directives and publications when performing a task.

c. Enabling tasks, such as perform a task "in order to..." The purpose of the task should be evident.

d. Subordinate tasks (i.e., tasks which are elements or sub-tasks of a task which is broadly stated).

e. Specific identification of equipment (e.g., AN, MOD or MK). Such detail is not necessary and is subject to rapid obsolescence.

f. Equipment or tool lists, such as listing of test equipment to be used. The equipment or tools to be used are inherent to the tasks to be performed. Such lists are questionable as to inclusiveness and accuracy.

g. Skills that are represented by the naval standards.

h. Security requirements applicable to all Navy personnel as specified in DoD Publication 5200.1-R, OPNAVINST 5510 series. Specific security requirements may be selectively included in those ratings where special emphasis and qualification are required.

i. Safety requirements inherent to the performance of a task. Observing safety precautions should be continually emphasized on the job and in training programs. Safety requirements may be broadly stated at the supervisory level where special emphasis is required or at the managerial level for developing safety programs.

C. GUIDELINES AND FORMAT

1. Proposed changes (additions, revisions, or deletions) of existing rating standards shall be requested using the '*Recommend Changes to OCCSTDs Feedback'* sheet which can be obtained from NAVMAC using the following address: E-mail: Navmac_Classifications@navy.mil.

2. If the proposed change is a revision to existing OCCSTD task, use the following format:

a. Identify the OCCSTD task.

b. State the revision and the applicable change.

c. Give justification for the proposed change.

3. If the proposed change is a new OCCSTD task, use the following format:

a. State the proposed OCCSTD task and related data variables (e.g., paygrade, task type (core/non-core), jobs(s) assignment, and functional area).

b. Give justification for the proposed OCCSTD task.

CHAPTER 1

AVIATION BOATSWAIN'S MATE (AB)

NAVPERS 18068-1D
CH-63

Updated: July 2015

TABLE OF CONTENTS
AVIATION BOATSWAIN'S MATE (LAUNCHING AND RECOVERY EQUIPMENT) (ABE)

SCOPE OF RATING	AB-3(E)
GENERAL INFORMATION	AB-4(E)
ARRESTING GEAR TECHNICIAN	AB-5(E)
ADMINISTRATIVE/SUPPLY AND SUPPORT	AB-5(E)
AIRCRAFT LAUNCH AND RECOVERY EQUIPMENT MAINTENANCE PROGRAM (ALREMP)	AB-5(E)
RECOVERY SYSTEMS MAINTENANCE	AB-6(E)
RECOVERY SYSTEMS OPERATIONS	AB-6(E)
CATAPULT TECHNICIAN	AB-7(E)
ADMINISTRATIVE/SUPPLY AND SUPPORT	AB-7(E)
AIRCRAFT LAUNCH AND RECOVERY EQUIPMENT MAINTENANCE PROGRAM (ALREMP)	AB-7(E)
LAUNCHING SYSTEMS MAINTENANCE	AB-8(E)
LAUNCHING SYSTEMS OPERATIONS	AB-8(E)
RECOVERY SYSTEMS OPERATIONS	AB-8(E)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AVIATION BOATSWAIN'S MATE (LAUNCHING AND RECOVERY EQUIPMENT) (ABE)

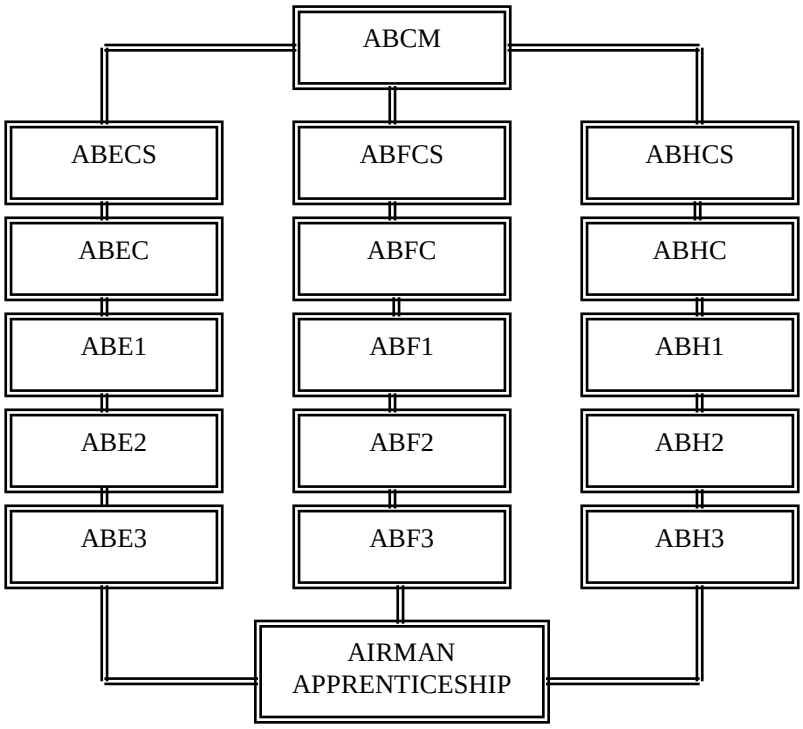
SCOPE OF RATING

Aviation Boatswain's Mates (AB) operate, maintain, and perform organizational maintenance on catapults, arresting gear, barricades, and associated flight deck launching and recovery equipment; operate and service aircraft ground-handling equipment and machinery; operate and service aircraft crash, firefighting, and rescue equipment; handle aircraft afloat and ashore; operate, maintain, and repair aviation fueling, defueling, lubricating oil, and inert gas systems; perform crash rescue, firefighting, crash removal, and damage control duties.

Aviation Boatswain's Mates (Launching and Recovery Equipment) (ABE) operate, maintain, and perform maintenance on steam catapults, barricades, arresting gear, and associated equipment ashore and afloat; operate catapult hydraulic systems, retraction engines, water brakes, jet blast deflectors, Integrated Catapult Control Stations (ICCS), and jet blast deflector control panels; arresting gear engines, sheave dampers, deckedge control stations, and associated equipment; perform aircraft handling duties related to the operation of aircraft launching and recovery equipment.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 1.

GENERAL INFORMATION
CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Arresting Gear Technician 002506

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	ARRESTING GEAR TECHNICIAN	ARST GEAR TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ABE	NECs 7005, 7006

Job Description

Arresting Gear Technicians operate and maintain arresting gear and barricade equipment systems; work with pressurized hydraulic and pneumatic equipment utilizing both basic and precision tools; perform preventative and corrective maintenance on equipment; maintain the material condition of all assigned spaces; perform record keeping; and have a strong working knowledge of technical libraries and the planned maintenance system.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft Launch Equipment	160400	Aircraft Launch and Recovery Specialists	55-3012.00	Military Specific

Skills	Abilities
Management of Material Resources	*Written Comprehension*
Critical Thinking	*Oral Expression*
Complex Problem Solving	*Problem Sensitivity*
Equipment Maintenance	*Written Expression*
Management of Personnel Resources	*Dynamic Strength*
Judgment and Decision Making	*Speed of Closure*
Monitoring	*Control Precision*
Repairing	*Inductive Reasoning*
Systems Analysis	*Information Ordering*
Systems Evaluation	*Category Flexibility*

ADMINISTRATIVE/SUPPLY AND SUPPORT

Paygrade	Task Type	Task Statements
E7	CORE	Manage V2 divisional personnel, spaces, and administration
E5	CORE	Monitor arresting gear administrative procedures
E4	CORE	Perform arresting gear administrative operations
E4	CORE	Perform maintenance supply procedures
E4	CORE	Perform maintenance support procedures
E6	CORE	Supervise arresting gear administrative operations
E6	CORE	Supervise maintenance support operations

AIRCRAFT LAUNCH AND RECOVERY EQUIPMENT MAINTENANCE PROGRAM (ALREMP)

Paygrade	Task Type	Task Statements
E5	CORE	Maintain Aircraft Launch and Recovery Equipment Maintenance Program (ALREMP)
E6	CORE	Manage Aircraft Launch and Recovery Equipment Maintenance Program (ALREMP)
E7	CORE	Manage divisional maintenance support branch
E7	CORE	Manage divisional Quality Assurance (QA) branch
E6	CORE	Monitor Quality Assurance (QA) programs

RECOVERY SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain arresting gear barricade components
E4	CORE	Maintain arresting gear below deck components
E4	CORE	Maintain arresting gear flight deck components
E4	CORE	Perform arresting gear barricade components preventive maintenance
E4	CORE	Perform arresting gear barricade equipment corrective maintenance
E4	CORE	Perform arresting gear below deck equipment corrective maintenance
E4	CORE	Perform arresting gear below deck preventive maintenance
E4	CORE	Perform arresting gear flight deck equipment corrective maintenance
E4	CORE	Perform arresting gear flight deck equipment preventive maintenance
E5	CORE	Supervise arresting gear below deck inspections
E5	CORE	Supervise arresting gear flight deck inspections
E6	CORE	Supervise arresting gear maintenance actions
E6	CORE	Supervise barricade corrective maintenance procedures

RECOVERY SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct arresting gear emergency flight deck procedures
E4	CORE	Conduct arresting gear flight deck pre and post operational inspections
E4	CORE	Conduct arresting gear functional tests
E4	CORE	Conduct arresting gear operations
E6	CORE	Conduct arresting gear portion of Air Department Training Team (ADTT) briefs
E4	CORE	Conduct barricade arresting gear pre and post operational inspections
E5	CORE	Conduct below deck arresting gear emergency operations
E4	CORE	Inspect arresting gear barricade equipment
E4	CORE	Inspect below deck arresting gear equipment
E4	CORE	Inspect flight deck arresting gear equipment
E7	CORE	Manage V2 divisional maintenance and operations
E6	CORE	Monitor arresting gear operations
E6	CORE	Monitor launch and recovery operations
E4	CORE	Operate arresting gear barricade stations
E4	CORE	Operate arresting gear below deck stations
E4	CORE	Operate arresting gear flight deck stations
E7	CORE	Supervise arresting gear crews
E6	CORE	Supervise arresting gear emergency procedures
E6	CORE	Supervise barricade rigging procedures
E5	CORE	Troubleshoot arresting gear barricade equipment
E5	CORE	Troubleshoot arresting gear below deck equipment
E5	CORE	Troubleshoot arresting gear flight deck equipment

Job Title

Catapult Technician

Job Code

002584

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	CATAPULT TECHNICIAN	CATAPULT TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ABE	NEC's 7004, 7006

Job Description

Catapult Technicians operate and maintain catapult equipment and systems; work with pressurized hydraulic, pneumatic, and steam systems utilizing both basic and precision tools; perform preventative and corrective maintenance on equipment; maintain the material condition of all assigned spaces; perform record keeping; and have a strong working knowledge of technical libraries and the planned maintenance system.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft Launch Equipment	160400	Aircraft Launch and Recovery Specialists	55-3012.00	Military Specific

Skills	Abilities
Management of Material Resources	*Written Comprehension*
Management of Personnel Resources	*Oral Expression*
Equipment Maintenance	*Speed of Closure*
Repairing	*Deductive Reasoning*
Monitoring	*Information Ordering*
Complex Problem Solving	*Problem Sensitivity*
Critical Thinking	*Category Flexibility*
Operation and Control	*Control Precision*
Operation Monitoring	*Dynamic Strength*
Systems Analysis	*Written Expression*

ADMINISTRATIVE/SUPPLY AND SUPPORT

Paygrade	Task Type	Task Statements
E7	CORE	Manage V2 divisional personnel, spaces, and administration
E4	CORE	Perform catapult administrative procedures
E4	CORE	Perform maintenance supply procedures
E4	CORE	Perform maintenance support procedures
E6	CORE	Supervise catapult work center administrative operations
E6	CORE	Supervise maintenance support operations

AIRCRAFT LAUNCH AND RECOVERY EQUIPMENT MAINTENANCE PROGRAM (ALREMP)

Paygrade	Task Type	Task Statements
E5	CORE	Maintain Aircraft Launch and Recovery Equipment Maintenance Program (ALREMP)
E6	CORE	Manage Aircraft Launch and Recovery Equipment Maintenance Program (ALREMP)
E7	CORE	Manage divisional maintenance support branch
E7	CORE	Manage divisional Quality Assurance (QA) branch
E6	CORE	Monitor Quality Assurance (QA) programs

LAUNCHING SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Perform below deck catapult corrective maintenance
E4	CORE	Perform below deck catapult preventive maintenance
E4	CORE	Perform catapult below deck maintenance procedures
E4	CORE	Perform catapult flight deck maintenance procedures
E4	CORE	Perform flight deck catapult corrective maintenance
E4	CORE	Perform flight deck preventive maintenance
E6	CORE	Supervise catapult below deck inspections
E6	CORE	Supervise catapult corrective maintenance procedures
E6	CORE	Supervise catapult flight deck inspections

LAUNCHING SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct catapult portion of Air Department Training Team (ADTT) briefs
E5	CORE	Monitor catapult administrative procedures
E4	CORE	Operate catapult below deck stations
E4	CORE	Operate catapult flight deck stations
E4	CORE	Perform below deck catapult operations
E4	CORE	Perform catapult below deck pre and post operational inspections
E5	CORE	Perform catapult emergency below deck procedures
E5	CORE	Perform catapult emergency flight deck procedures
E4	CORE	Perform catapult flight deck pre and post operational inspections
E4	CORE	Perform catapult functional tests
E4	CORE	Perform flight deck catapult operations
E7	CORE	Supervise bow catapult crews
E6	CORE	Supervise catapult emergency below deck procedures
E6	CORE	Supervise catapult emergency flight deck procedures
E6	CORE	Supervise catapult flight deck operations
E6	CORE	Supervise catapult test procedures
E7	CORE	Supervise waist catapult crews
E4	CORE	Troubleshoot below deck catapult equipment
E4	CORE	Troubleshoot flight deck catapult equipment

RECOVERY SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Manage V2 divisional maintenance and operations
E6	CORE	Monitor launch and recovery operations

CHAPTER 1

AVIATION BOATSWAIN'S MATE (AB)

NAVPERS 18068-1D
CH-63

Updated: July 2015

TABLE OF CONTENTS
AVIATION BOATSWAIN'S MATE (FUELS) (ABF)

SCOPE OF RATING	AB-3(F)
GENERAL INFORMATION	AB-4(F)
AVIATION FUELS BELOW DECK OPERATIONS TECHNICIAN	AB-5(F)
FLIGHT/HANGAR DECK EQUIPMENT MAINTENANCE	AB-5(F)
FLIGHT/HANGAR DECK OPERATIONS	AB-5(F)
JP-5 BELOW DECKS SYSTEM MAINTENANCE	AB-5(F)
JP-5 BELOW DECKS SYSTEM OPERATIONS	AB-6(F)
QUALITY SURVEILLANCE	AB-6(F)
TECHNICAL ADMINISTRATION	AB-7(F)
AVIATION FUELS FLIGHT DECK OPERATIONS TECHNICIAN	AB-8(F)
FLIGHT/HANGAR DECK EQUIPMENT MAINTENANCE	AB-8(F)
FLIGHT/HANGAR DECK OPERATIONS	AB-8(F)
JP-5 BELOW DECKS SYSTEM OPERATIONS	AB-9(F)
QUALITY SURVEILLANCE	AB-9(F)
TECHNICAL ADMINISTRATION	AB-9(F)
AVIATION FUELS SHORE BASE OPERATIONS TECHNICIAN	AB-10(F)
FLIGHT/HANGAR DECK EQUIPMENT MAINTENANCE	AB-10(F)
FLIGHT/HANGAR DECK OPERATIONS	AB-10(F)
JP-5 BELOW DECKS SYSTEM OPERATIONS	AB-11(F)
QUALITY SURVEILLANCE	AB-11(F)
SHORE BASED REFUELING	AB-11(F)
TECHNICAL ADMINISTRATION	AB-11(F)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AVIATION BOATSWAIN'S MATE (FUELS) (ABF)

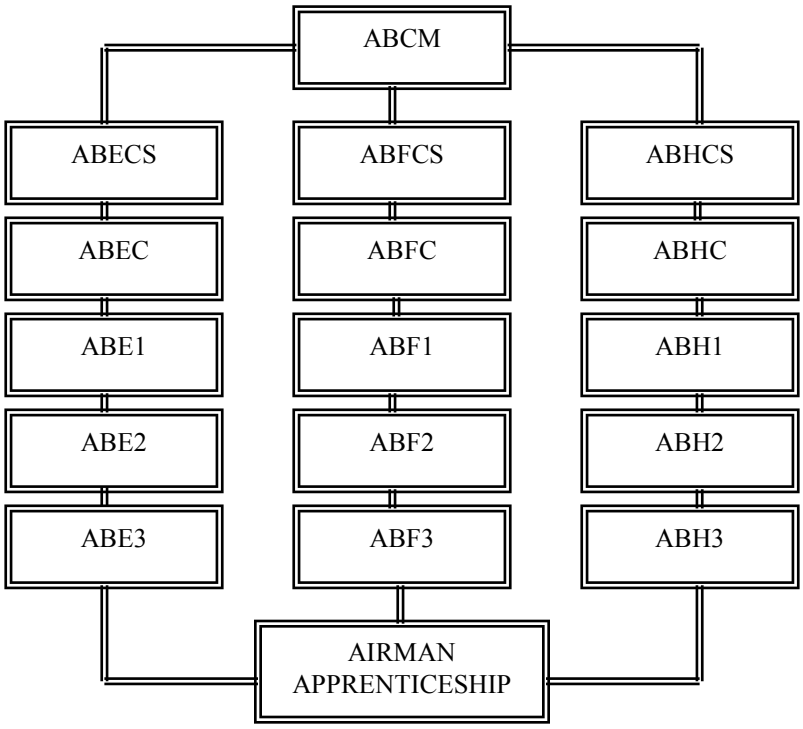
SCOPE OF RATING

Aviation Boatswain's Mates (AB) operate, maintain, and perform organizational maintenance on catapults, arresting gear, barricades, and associated flight deck launching and recovery equipment; operate and service aircraft ground-handling equipment and machinery; operate and service aircraft crash, firefighting, and rescue equipment; handle aircraft afloat and ashore; operate, maintain, and repair aviation fueling, defueling, lubricating oil, and inert gas systems; perform crash rescue, firefighting, crash removal, and damage control duties.

Aviation Boatswain's Mates, Fuels (ABF) operate, maintain, and perform organizational maintenance on aviation fueling and lubricating oil systems in CVNs, LHAs, LHDs, and LPDs, including aviation fuel and lubricating oil service stations and pump rooms, piping, valves, pumps, tanks, and portable equipment related to the fuel system; operate, maintain, and repair valves and piping of purging and protective systems within the Air Department's spaces aboard ship; supervise the operation and servicing of fuel farms and equipment associated with the fueling and defueling of aircraft ashore and afloat; operate and service motorized fueling equipment; maintain fuel quality surveillance and control in aviation fuel systems ashore and afloat; train, direct, and supervise firefighting crews, fire rescue teams, and damage control parties in assigned fuel and lubricating oil spaces; observe and enforce fuel handling safety precautions.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 1.

GENERAL INFORMATION
CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Aviation Fuels Below Deck Operations Technician

Job Code

001030

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	AVFUELS BLWDECK OPS TECH	FUEL BDCK TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ABF	May have NEC 7022 assigned

Job Description

Aviation Fuels Below Deck Operations Technicians ensure, supervise, and manage the safe receipt, transfer, purification and issue of JP5 aviation fuel to various locations throughout the ship; take samples; sound tanks; operate auxiliary, service, transfer, and stripping systems to perform various functions; perform preventive and corrective maintenance on equipment; and maintain the material condition of assigned spaces.

DoD Relationship

Group Title	*DoD Code*
Aircraft Launch Equipment	160400

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Automotive and Watercraft Service Attendants	53-6031.00	Transportation and Material Moving

Skills

Operation Monitoring
Equipment Selection
Troubleshooting
Mathematics
Quality Control Analysis
Equipment Maintenance
Judgment and Decision Making
Management of Personnel Resources
Complex Problem Solving
Critical Thinking

Abilities

Problem Sensitivity
Hearing Sensitivity
Depth Perception
Memorization
Multi-limb Coordination
Number Facility
Written Comprehension
Control Precision
Mathematical Reasoning
Reaction Time

FLIGHT/HANGAR DECK EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Coordinate fuel system equipment repairs

FLIGHT/HANGAR DECK OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Defuel aircrafts
E5	CORE	Monitor emergency aircraft defueling operations
E4	CORE	Perform fueling operations
E6	CORE	Supervise equipment repair procedures

JP-5 BELOW DECKS SYSTEM EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Detect below deck material deficiencies
E4	CORE	Detect pump room equipment deficiencies
E4	CORE	Maintain material conditions of the JP5 filter separator
E5	CORE	Supervise below deck corrective maintenance procedures

JP-5 BELOW DECKS SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Align Underway Replenishment (UNREP) stations
E7	CORE	Approve fuel onload charts
E7	CORE	Approve tank sequences
E5	CORE	Conduct below deck space inspections
E6	CORE	Coordinate Underway Replenishment (UNREP) stations
E7	CORE	Manage below deck fueling operations
E7	NON-CORE	Manage below deck manning requirements
E6	CORE	Manage below deck personnel routines
E7	CORE	Manage below deck training programs
E7	CORE	Manage fuel system liquid loads
E6	CORE	Monitor ballasting and de-ballasting system operations
E6	CORE	Monitor below deck fire emergency procedures
E5	CORE	Monitor below deck fuel systems auxiliary operations
E4	CORE	Monitor catapult lube oil system operations
E5	CORE	Monitor fuel transfer system operations
E5	CORE	Monitor JP5 service system operations
E5	CORE	Monitor JP5 stripping system operations
E4	CORE	Perform auxiliary system operations
E4	CORE	Perform ballasting and de-ballasting system operations
E4	CORE	Perform below deck system operations
E4	CORE	Perform catapult lube oil system operations
E4	CORE	Perform emergency filter room procedures
E4	CORE	Perform emergency pump room procedures
E4	CORE	Perform filter room operations
E4	CORE	Perform fuel transfer system operations
E4	CORE	Perform JP5 service system operations
E4	CORE	Perform JP5 stripping system operations
E4	CORE	Sound JP5 fuel tanks
E7	CORE	Verify offloading procedures
E7	CORE	Verify sounding report accuracy

QUALITY SURVEILLANCE

Paygrade	Task Type	Task Statements
E4	CORE	Conduct quality surveillance tests
E4	CORE	Determine fuel characteristics
E5	CORE	Monitor aviation fuel quality surveillance procedures

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Input Organizational Maintenance Management System (OMMS) job data
E6	CORE	Maintain aviation fuels accountability records
E7	CORE	Manage Ship Operation Management System (SOMS)
E5	CORE	Perform fuel system administrative functions
E7	CORE	Verify Current Ships Maintenance Plans (CSMP)
E6	CORE	Verify Organizational Maintenance Management System (OMMS) jobs

Job Title **Job Code**

Aviation Fuels Flight Deck Operations Technician 001085

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	AVFUELS FLTDECK OPS TECH	FUEL FLT DECK

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ABF	None

Job Description

Aviation Fuels Flight Deck Operations Technicians ensure, supervise, and manage the safe receipt, transfer and issue of JP5 aviation fuel to various locations throughout the ship; take samples; perform quality surveillance of fuels; flush fuel stations; sound tanks; align flight deck fueling stations; fuel and defuel aircraft; perform preventive and corrective maintenance on equipment; and maintain the material condition of assigned spaces.

DoD Relationship

Group Title	*DoD Code*
Aircraft Launch Equipment	160400

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Maintenance and Repair Workers, General	49-9071.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation Monitoring	*Depth Perception*
Equipment Selection	*Problem Sensitivity*
Operation and Control	*Memorization*
Troubleshooting	*Control Precision*
Instructing	*Information Ordering*
Equipment Maintenance	*Peripheral Vision*
Management of Personnel Resources	*Reaction Time*
Quality Control Analysis	*Written Expression*
Judgment and Decision Making	*Hearing Sensitivity*
Repairing	*Inductive Reasoning*

FLIGHT/HANGAR DECK EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Coordinate fuel system equipment repairs
E4	CORE	Perform aviation fuels flight deck equipment planned maintenance
E4	CORE	Perform flight deck equipment repairs
E5	CORE	Supervise flight deck corrective maintenance procedures

FLIGHT/HANGAR DECK OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct inspections of flight deck stations
E4	CORE	Defuel aircrafts
E4	CORE	Detect fueling stations equipment deficiencies
E4	CORE	Detect fueling stations material deficiencies
E4	CORE	Fuel aircrafts
E7	CORE	Manage flight deck fueling operations
E7	CORE	Manage flight deck manning requirements
E6	CORE	Manage flight deck personnel routines
E4	CORE	Monitor aircraft fueling stations alignments
E5	CORE	Monitor emergency aircraft defueling operations
E5	CORE	Monitor flight deck fuel systems auxiliary operations
E4	CORE	Obtain visual sample from fueling stations

E4	CORE	Perform flight deck hot refueling operations
E4	CORE	Perform flight deck station operations
E4	CORE	Perform fuel station operations
E4	CORE	Perform fueling operations
E5	CORE	Supervise aircraft defueling operations
E7	CORE	Supervise aircraft emergency defueling operation
E6	CORE	Supervise aircraft to aircraft fuel transfers
E6	CORE	Supervise equipment repair procedures
E5	CORE	Supervise refueling crews operations

JP-5 BELOW DECKS SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Align Underway Replenishment (UNREP) stations
E6	CORE	Coordinate Underway Replenishment (UNREP) stations
E6	CORE	Monitor below deck fire emergency procedures
E5	CORE	Monitor below deck fuel systems auxiliary operations
E5	CORE	Monitor JP5 service system operations
E4	CORE	Obtain visual sample from sponson connection
E4	CORE	Perform auxiliary system operations
E4	CORE	Perform fuel transfer system operations
E4	CORE	Perform JP5 service system operations

QUALITY SURVEILLANCE

Paygrade	Task Type	Task Statements
E4	CORE	Conduct quality surveillance tests
E4	CORE	Determine fuel characteristics
E6	CORE	Manage fuels Quality Assurance (QA) personnel routine
E5	CORE	Monitor aviation fuel quality surveillance procedures

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Input Organizational Maintenance Management System (OMMS) job data
E6	CORE	Maintain aviation fuels accountability records
E7	CORE	Manage Ship Operation Management System (SOMS)
E5	CORE	Perform fuel system administrative functions
E7	CORE	Verify Current Ships Maintenance Plans (CSMP)
E6	CORE	Verify Organizational Maintenance Management System (OMMS) jobs

Job Title **Job Code**

Aviation Fuels Shore Base Operations Technician 001140

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	AVFUELS ASHORE OPS TECH	FUEL SHORE TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ABF	None

Job Description

Aviation Fuels Shore Base Operations Technicians execute, supervise, and manage the safe receipt, transfer and issue of JP5 aviation fuel to assigned and transient aircraft, as well as support equipment; take samples, sound tanks; coordinate refueling points; perform refuel and defuel operations; provide fuel for Jet Test facilities; conduct Quality Assurance (QA) checks on fuel, aligning service, operating transfer, and stripping systems to perform various functions; perform preventive and corrective maintenance on equipment; and maintain the material condition of assigned spaces.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft Launch Equipment	160400	Maintenance and Repair Workers, General	49-9071.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation Monitoring	*Control Precision*
Troubleshooting	*Depth Perception*
Equipment Selection	*Multi-limb Coordination*
Operation and Control	*Problem Sensitivity*
Instructing	*Number Facility*
Equipment Maintenance	*Category Flexibility*
Quality Control Analysis	*Hearing Sensitivity*
Judgment and Decision Making	*Manual Dexterity*
Mathematics	*Mathematical Reasoning*
Science	*Memorization*

FLIGHT/HANGAR DECK EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Coordinate fuel system equipment repairs

FLIGHT/HANGAR DECK OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Defuel aircrafts
E4	CORE	Detect fueling stations material deficiencies
E4	CORE	Fuel aircrafts
E4	CORE	Obtain visual sample from fueling stations
E4	CORE	Perform fuel station operations
E4	CORE	Perform fueling operations
E5	CORE	Supervise aircraft defueling operations
E7	CORE	Supervise aircraft emergency defueling operation
E6	CORE	Supervise aircraft to aircraft fuel transfers
E5	CORE	Supervise refueling crews operations

JP-5 BELOW DECKS SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Monitor JP5 stripping system operations
E4	CORE	Perform fuel transfer system operations
E4	CORE	Perform JP5 service system operations
E4	CORE	Perform JP5 stripping system operations
E4	CORE	Sound JP5 fuel tanks
E7	CORE	Verify sounding report accuracy

QUALITY SURVEILLANCE

Paygrade	Task Type	Task Statements
E4	CORE	Conduct quality surveillance tests
E4	CORE	Determine fuel characteristics
E6	CORE	Manage fuels Quality Assurance (QA) personnel routine
E5	CORE	Monitor aviation fuel quality surveillance procedures

SHORE BASED REFUELING

Paygrade	Task Type	Task Statements
E5	CORE	Monitor shore facility fuel station pressure gauges
E4	CORE	Operate mobile refuelers
E4	CORE	Perform fuel farm operator functions
E4	CORE	Perform shore base hot refueling operations

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Maintain aviation fuels accountability records
E5	CORE	Perform fuel system administrative functions

CHAPTER 1

AVIATION BOATSWAIN'S MATE (AB)

NAVPERS 18068-1D
CH-63

Updated: July 2015

TABLE OF CONTENTS
AVIATION BOATSWAIN'S MATE (AIRCRAFT HANDLING) (ABH)

SCOPE OF RATING	AB-3(H)
GENERAL INFORMATION	AB-4(H)
AIRCRAFT DIRECTOR	AB-5(H)
SHIPBOARD/SHORE AIRCRAFT FIREFIGHTING/CRASH AND SALVAGE	AB-5(H)
SHIPBOARD/SHORE STATION AIRCRAFT HANDLING	AB-5(H)
SHIPBOARD/SHORE STATION MAINTENANCE	AB-8(H)
CRASH AND SALVAGE FIRE FIGHTER	AB-9(H)
SHIPBOARD/SHORE AIRCRAFT FIREFIGHTING/CRASH AND SALVAGE	AB-9(H)
SHIPBOARD/SHORE STATION AIRCRAFT HANDLING	AB-10(H)
SHIPBOARD/SHORE STATION MAINTENANCE	AB-11(H)
AIR OPERATIONS TECHNICIAN	AB-12(H)
SHIPBOARD/SHORE AIRCRAFT FIREFIGHTING/CRASH AND SALVAGE	AB-12(H)
SHIPBOARD/SHORE STATION AIRCRAFT HANDLING	AB-12(H)
SHIPBOARD/SHORE STATION MAINTENANCE	AB-12(H)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AVIATION BOATSWAIN'S MATE (AIRCRAFT HANDLING) (ABH)

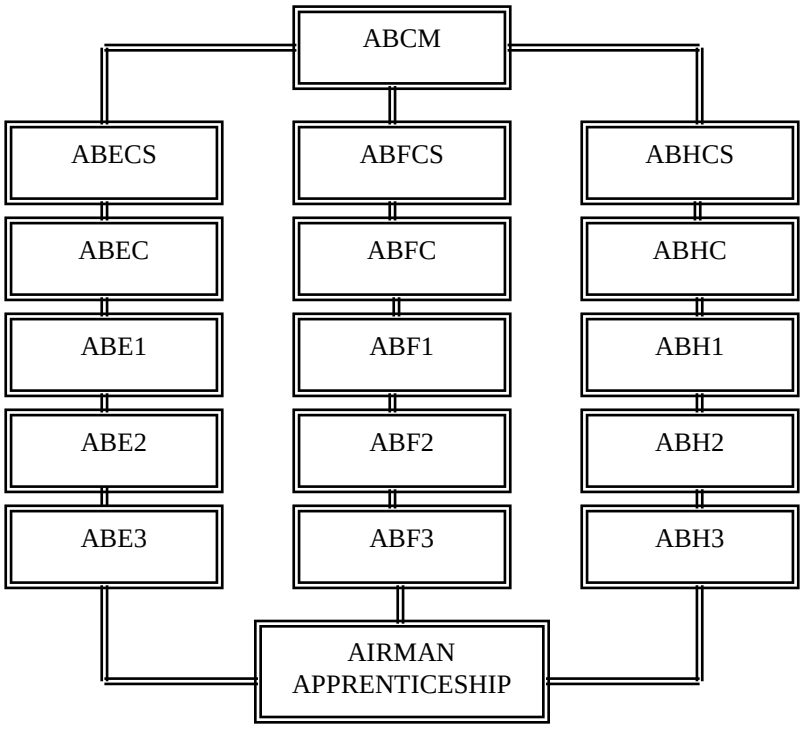
SCOPE OF RATING

Aviation Boatswain's Mates (AB) operate, maintain, and perform organizational maintenance on catapults, arresting gear, barricades, and associated flightdeck launching and recovery equipment; operate and service aircraft ground-handling equipment and machinery; operate and service aircraft crash, firefighting, and rescue equipment; handle aircraft afloat and ashore; operate, maintain, and repair aviation fueling, defueling, lubricating oil, and inert gas systems; perform crash rescue, firefighting, crash removal, and damage control duties.

Aviation Boatswain's Mates (Aircraft Handling) (ABH) direct the movement and spotting of aircraft ashore and afloat; operate, maintain, and perform organizational maintenance on ground-handling equipment used for moving and hoisting of aircraft ashore and afloat; supervise securing of aircraft and equipment; perform crash rescue, firefighting, crash removal, and damage control duties; perform duties in connection with launching and recovery of aircraft.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 1.

GENERAL INFORMATION
CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Aircraft Director

Job Code

001195

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	AIRCRAFT DIRECTOR	ACRFT DIRECTOR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ABH	None

Job Description

Aircraft Directors are responsible for the safe and expeditious movement of aircraft on fight decks, hangar decks, and ashore which includes the installation and removal of chocks, tie downs, and tow bars; operate tractors, elevators, conflagration stations, ouija board spotters, and safety observers; have a working knowledge of the Planned Maintenance System (PMS), deck multiple/density, aircraft fundamentals/systems and flight/hangar deck operations; and responsible for administrative duties, training initiatives, technical publication libraries, operational readiness of equipment, and upkeep of divisional spaces.

DoD Relationship

Group Title	*DoD Code*
Aircraft Launch Equipment	160400

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Airfield Operations Specialists	53-2022.00	Transportation and Material Moving

Skills	Abilities
Judgment and Decision Making	*Visualization*
Coordination	*Information Ordering*
Complex Problem Solving	*Multi-limb Coordination*
Equipment Selection	*Deductive Reasoning*
Operation and Control	*Written Comprehension*
Monitoring	*Static Strength*
Operation Monitoring	*Inductive Reasoning*
Installation	*Originality*
Quality Control Analysis	*Oral Expression*
Active Listening	*Manual Dexterity*

SHIPBOARD/SHORE AIRCRAFT FIREFIGHTING/CRASH AND SALVAGE

Paygrade	Task Type	Task Statements
E4	CORE	Execute hangar bay fire drills
E4	CORE	Man variable position nozzles and hose control devices (1 1/2", 2 1/2" diameter)
E4	CORE	Operate aircraft firefighting equipment in the hangar bays
E4	CORE	Operate aircraft firefighting equipment on flight decks
E4	CORE	Perform conflagration station operations
E4	CORE	Perform flight deck aircraft firefighting procedures
E4	CORE	Perform hangar bay aircraft firefighting procedures

SHIPBOARD/SHORE STATION AIRCRAFT HANDLING

Paygrade	Task Type	Task Statements
E7	CORE	Account for multiple density of flight deck (F/A-18, EA-6B, E-2C, P-25, Carrier Crash Crane (CVCC), Amphibious Crash Crane (ACC), etc.)
E4	CORE	Attach tow bars from tractors
E4	CORE	Calculate elevator loads
E7	CORE	Calculate sea states
E4	CORE	Chock aircraft with rotors (H-60, H-53, etc.)
E4	CORE	Close ballistic doors
E7	CORE	Complete damage/crunch reports

E6	CORE	Conduct Air Department Training Team (ADTT) procedures
E4	CORE	Conduct aircraft handling support equipment (spotting dolly, tow tractor, Mobile Electric Power Plant (MEPP-3)) daily inspections
E4	CORE	Conduct aircraft handling support equipment (spotting dolly, tow tractor, Mobile Electric Power Plant (MEPP-3)) post-operational checks
E6	CORE	Conduct deck caller procedures during flight deck operations
E6	CORE	Conduct flight deck personnel respot briefings
E4	CORE	Conduct flight deck post-operational inspections
E5	CORE	Conduct flight deck safety training
E4	CORE	Conduct Foreign Object Debris (FOD) walk downs
E4	CORE	Conduct hangar bay post-operational inspections
E5	CORE	Conduct hangar bay safety training
E4	CORE	Conduct hot chockman procedures
E4	CORE	Conduct pre-operational inspections of the flight deck
E4	CORE	Conduct pre-operational inspections of the hangar bays
E7	CORE	Coordinate aircraft respot via air plans
E5	CORE	Coordinate launch evolutions in fly 1 areas
E5	CORE	Coordinate launch evolutions in fly 2 areas
E5	CORE	Coordinate launch evolutions in fly 3 areas
E6	CORE	Coordinate liquid Foreign Object Debris (FOD) program
E5	CORE	Coordinate recovery evolutions in fly 1 areas
E5	CORE	Coordinate recovery evolutions in fly 2 areas
E5	CORE	Coordinate recovery evolutions in fly 3 areas
E6	CORE	Coordinate respot evolutions (flight deck, hangar bay)
E5	CORE	Coordinate turning aircraft in the hangar bays
E4	CORE	De-rig safety flag staffs
E4	CORE	De-rig safety rails
E5	CORE	Dispatch starting units positions for maintenance turns (tow tractor, Mobile Electric Power Plants (MEPP-3))
E5	CORE	Dispatch tow tractors and dollies for respots of aircraft
E4	CORE	Execute barricade drills
E4	CORE	Execute fuel station fire drills (flight deck, hangar bay)
E4	CORE	Identify primary mooring points (F/A-18, EA-6B, E-2C, etc.)
E5	CORE	Inspect aircraft elevator platforms (flight deck, hangar bay)
E5	CORE	Inspect coamings (flight deck, hangar bay)
E5	CORE	Inspect safety nets (flight deck, hangar bay)
E4	CORE	Install aircraft chains (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Install aircraft chocks (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Install aircraft tow bars (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Install barricade ramps
E4	CORE	Interpret audio signals (flight deck, hangar bay)

E4	CORE	Interpret visual signals (flight deck, hangar bay)
E4	CORE	Lower aircraft elevator in normal mode
E4	CORE	Lower aircraft elevator through lower and raise cycles in manual mode
E4	CORE	Lower safety stanchions (flight deck, hangar bay)
E4	CORE	Maintain conflagration station watch logs
E4	CORE	Manage liquid Foreign Object Debris (FOD) program
E4	CORE	Manually release spotting dolly lifting arms from aircraft
E5	NON-CORE	Monitor aircraft handling support equipment (spotting dolly, tow tractor, Mobile Electric Power Plant (MEPP-3)) maintenance and service requirements
E4	CORE	Monitor starting units positions for maintenance turns (tow tractor, Mobile Electric Power Plant (MEPP-3))
E4	CORE	Move no-brake aircraft
E4	CORE	Open ballistic doors
E4	CORE	Operate mobile support equipment
E7	CORE	Perform Aircraft Handling Officer (AHO) duties during flight operations
E4	CORE	Perform aircraft hydraulic failure emergency procedures
E5	CORE	Perform Aircraft launch/maintenance/recovery respots
E4	CORE	Perform aircraft safety observer procedures
E4	CORE	Perform airfield support operations
E4	CORE	Perform chock walker procedures for aircraft (F/A-18, EA-6B, E-2C, C-2, etc.)
E4	CORE	Perform flight deck aircraft movements
E4	CORE	Perform flight deck elevator operations
E4	CORE	Perform hangar bay aircraft movements
E4	CORE	Perform hangar bay elevator operations
E4	CORE	Perform no-brake aircraft emergency procedures
E4	CORE	Plot spotting boards (Ouija/templates) using aircraft spotting phraseology (flight deck, hangar bay)
E4	CORE	Preform liquid Foreign Object Debris (FOD) removal
E5	CORE	Prepare damage/crunch reports
E5	CORE	Provide aircraft (F/A-18, EA-6B, E-2C, etc.) electrical service via Mobile Electric Power Plants (MEPP-3)
E4	CORE	Provide aircraft flight deck start-up service (electrical, air start power, APU) auxiliary power
E4	CORE	Provide aircraft hangar bay service (electrical, air start power, APU) auxiliary power
E5	CORE	Provide start air to aircraft (EA-6B, E-2C, F/A-18, etc.)
E4	CORE	Raise aircraft elevator in normal mode
E4	CORE	Raise aircraft elevator through lower and raise cycles in manual mode
E4	CORE	Raise safety stanchions (flight deck, hangar bay)
E4	CORE	Release tow bar from tractors
E4	CORE	Remove barricade ramps

E4	CORE	Respond to audio signals (flight deck, hangar bay)
E4	CORE	Respond to visual signals (flight deck, hangar bay)
E5	CORE	Rig aircraft jettison stations
E4	CORE	Rig safety flag staffs
E4	CORE	Rig safety rails
E4	CORE	Secure aircraft handling equipment (chocks, chains, tow bars)
E4	CORE	Secure aircraft handling support equipment (spotting dolly, tow tractor, Mobile Electric Power Plant (MEPP-3))
E4	CORE	Stow aircraft handling equipment (chocks, chains, tow bars)
E4	CORE	Stow barricade ramps
E4	CORE	Stow safety flag staffs
E4	CORE	Stow safety rails
E6	CORE	Supervise aircraft traffic during recovery operations
E5	CORE	Supervise daily post-operational checks of aircraft handling support equipment (spotting dolly, tow tractor, Mobile Electric Power Plant (MEPP-3))
E5	CORE	Supervise daily pre-operational checks of aircraft handling support equipment (spotting dolly, tow tractor, Mobile Electric Power Plant (MEPP-3))
E7	CORE	Supervise flight deck operations
E6	CORE	Supervise Foreign Object Debris (FOD) walk downs
E6	CORE	Supervise liquid Foreign Object Debris (FOD) program
E6	CORE	Supervise post-operation of aircraft handling support equipment (spotting dolly, tow tractor, Mobile Electric Power Plant (MEPP-3))
E5	CORE	Supervise securing of aircraft handling support equipment (spotting dolly, tow tractor, Mobile Electric Power Plant (MEPP-3))
E4	CORE	Supervise turning aircraft in the hangar bays
E4	CORE	Support respot briefs (flight deck, hangar bay)
E4	CORE	Tie down aircraft

SHIPBOARD/SHORE STATIONS MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct non-skid Quality Assurance Inspector (QAI) procedures
E5	CORE	Input data to Organizational Maintenance and Material System - New Generation (OMMS-NG)
E4	CORE	Perform deck preservation in the hangar bays
E4	CORE	Perform deck preservation on flight decks

Job Title **Job Code**

Crash and Salvage Fire fighter 001250

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Healthcare Practitioners and Technical	TBD	CRASH AND SALVAGE FIRE FIGHTER	CRASH SALV FF

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ABH	7011

Job Description

Crash and Salvage Fire Fighters respond to aircraft emergencies, conduct firefighting, and perform rescue and salvage procedures for each type of aircraft carried onboard; and coordinate aircraft jettison operations, embark squadron training, perform equipment preventive maintenance requirements, and water related salvage operations.

DoD Relationship

Group Title	*DoD Code*
Aircraft Launch Equipment	160400

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors of Fire Fighting and Prevention Workers	33-1021	Firefighter

Skills	Abilities
Judgment and Decision Making	*Information Ordering*
Complex Problem Solving	*Visualization*
Coordination	*Multi-limb Coordination*
Equipment Selection	*Deductive Reasoning*
Installation	*Originality*
Monitoring	*Manual Dexterity*
Operation and Control	*Dynamic Strength*
Operation Monitoring	*Inductive Reasoning*
Active Listening	*Memorization*
Equipment Maintenance	*Static Strength*

SHIPBOARD/SHORE AIRCRAFT FIREFIGHTING/CRASH AND SALVAGE

Paygrade	Task Type	Task Statements
E4	CORE	Access aircraft ejection seats (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Access aircraft safety canopies (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Attach aircraft hoisting slings and belly bands (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Conduct emergency canopy jettison procedures (F/A-18, EA-6B, E-2C, etc.)
E7	CORE	Conduct fire chief procedures during airfield aircraft emergency operations
E4	CORE	Conduct flight deck rescue procedures
E4	CORE	Conduct hangar bay rescue procedures
E4	CORE	Conduct pre and post-operational checks of aircraft firefighting support equipment (P-25, Carrier Crash Crane (CVCC), Amphibious Crash Crane (ACC), etc.)
E4	CORE	Conduct rig master procedures during salvage operations
E4	CORE	Determine maximum hoisting weight (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Execute hangar bay fire drills
E4	CORE	Identify location of composite materials (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Install aircraft down locks (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Install stabilizing lines for aircraft hoisting
E4	CORE	Install tow bars on crash dollies
E4	CORE	Locate battery and Liquid Oxygen (LOX) compartments (F/A-18, EA-6B, E-2C, etc.)

E4	CORE	Maintain flight deck aircraft rescue and salvage equipment
E4	CORE	Man variable position nozzles and hose control devices (1 1/2", 2 1/2" diameter)
E5	CORE	Operate aircraft firefighting and salvage support equipment (P-25, Carrier Crash Crane (CVCC), Amphibious Crash Crane (ACC), etc.)
E4	CORE	Operate aircraft firefighting equipment in the hangar bays
E4	CORE	Operate aircraft firefighting equipment on flight decks
E4	CORE	Operate aircraft rescue equipment on flight decks
E4	CORE	Operate aircraft salvage equipment on flight decks
E4	CORE	Operate crash forklifts for aircrew rescues, collapsed nose gear incidents, and collapsed main mount incidents (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Operate taglines (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Perform flight deck aircraft firefighting procedures
E4	CORE	Perform hangar bay aircraft firefighting procedures
E4	CORE	Perform overhaul/residual fire checks (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Perform pre and pre-operational check of Personal Protective Equipment (PPE)
E4	CORE	Secure aircraft firefighting support equipment (P-25, Carrier Crash Crane (CVCC), Amphibious Crash Crane (ACC), etc.)
E4	CORE	Secure crash dolly for collapsed main mounts (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Secure crash dolly for collapsed nose gear (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Secure crash dolly for sheared main mounts (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Secure crash dolly for sheared nose gear (F/A-18, EA-6B, E-2C, etc.)
E5	CORE	Start aircraft firefighting and salvage support equipment (P-25, Carrier Crash Crane CVCC), Amphibious Crash Crane (ACC), etc.)
E6	CORE	Supervise installation of aircraft crash dollies (F/A-18, EA-6B, E-2C, etc.)
E6	CORE	Supervise installation of hoisting equipment (F/A-18, EA-6B, E-2C, etc.)
E6	CORE	Supervise operation of aircraft crash cranes
E6	CORE	Supervise positioning of crash forklifts for rescues
E6	CORE	Supervise salvage operations for helo/aircraft in the water
E6	CORE	Supervise salvage operations with composite material aircraft
E6	CORE	Supervise securing of aircraft crash dollies (F/A-18, EA-6B, E-2C, etc.)
E6	CORE	Tow aircraft

SHIPBOARD/SHORE STATION AIRCRAFT HANDLING

Paygrade	Task Type	Task Statements
E4	CORE	Attach tow bars from tractors
E6	CORE	Conduct Air Department Training Team (ADTT) procedures
E5	CORE	Conduct flight deck safety training
E6	CORE	Conduct flight deck salvage procedures
E5	CORE	Conduct hangar bay safety training
E4	CORE	Conduct hot chockman procedures
E4	CORE	Execute fuel station fire drills (flight deck, hangar bay)
E4	CORE	Identify primary mooring points (F/A-18, EA-6B, E-2C, etc.)

E4	CORE	Install aircraft chains (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Install aircraft chocks (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Install aircraft tow bars (F/A-18, EA-6B, E-2C, etc.)
E4	CORE	Interpret audio signals (flight deck, hangar bay)
E4	CORE	Interpret visual signals (flight deck, hangar bay)
E4	CORE	Operate mobile support equipment
E4	CORE	Perform aircraft hydraulic failure emergency procedures
E4	CORE	Preform flight deck salvage procedures
E4	CORE	Release tow bar from tractors
E4	CORE	Remove barricade ramps
E4	CORE	Respond to audio signals (flight deck, hangar bay)
E4	CORE	Respond to visual signals (flight deck, hangar bay)
E5	CORE	Rig aircraft jettison stations
E4	CORE	Stow barricade ramps
E7	CORE	Supervise flight deck operations

SHIPBOARD/SHORE STATIONS MAINTENANCE

Paygrade	**Task Type**	**Task Statements**
E5	CORE	Input data to Organizational Maintenance and Material System - New Generation (OMMS-NG)

Job Title

Air Operations Technician

Job Code

001555

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	AIR OPERATIONS TECHNICIAN	AIR OPS TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ABH	7012

Job Description

Air Operations Technicians ensure the safe operation of air fields; provide assistance to transient aircraft and aircrew personnel; perform aircraft movement, load priorities, and the servicing and maintenance of transiting aircraft; perform security and custody of cargo, mail, and hazardous materials, ensuring these items are properly packaged and palletized for aircraft; serve as firefighters; and are responsible for all firefighting and rescue operations at the immediate scene of aircraft/structural buildings on shore facilities.

DoD Relationship **O*NET Relationship**

Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft Launch Equipment	160400	Airfield Operations Specialists	53-2022.00	Transportation and Material Moving

Skills	Abilities
Equipment Maintenance	*Written Comprehension*
Coordination	*Information Ordering*
Judgment and Decision Making	*Visualization*
Management of Material Resources	*Deductive Reasoning*
Operation and Control	*Auditory Attention*
Quality Control Analysis	*Inductive Reasoning*
Complex Problem Solving	*Manual Dexterity*
Critical Thinking	*Multi-limb Coordination*
Instructing	*Written Expression*
Monitoring	*UNASSIGNED*

SHIPBOARD/SHORE AIRCRAFT FIREFIGHTING/CRASH AND SALVAGE

Paygrade	Task Type	Task Statements
E7	CORE	Conduct fire chief procedures during airfield aircraft emergency operations

SHIPBOARD/SHORE STATION AIRCRAFT HANDLING

Paygrade	Task Type	Task Statements
E5	CORE	Conduct airfield operations safety training
E4	CORE	Operate mobile support equipment
E4	CORE	Perform airfield support operations

SHIPBOARD/SHORE STATIONS MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct E-28 arresting gear journal inspections
E4	CORE	Conduct E-28 arresting gear post-operational inspections
E4	CORE	Conduct E-28 arresting gear pre-operational inspections
E4	CORE	Conduct E-28 engine start-up and shutdown procedures
E4	NON-CORE	Maintain Manually Operated Visual Landing Aid Systems (MOVLAS)
E4	CORE	Maintain shore based arresting gear

CHAPTER 2

AIR TRAFFIC CONTROLLER (AC)

NAVPERS 18068-2F
CH-64

Updated: October 2015

TABLE OF CONTENTS
AIR TRAFFIC CONTROLLER (AC)

SCOPE OF RATING	AC-3
GENERAL INFORMATION	AC-4
AIR TRAFFIC CONTROLLER	AC-5
CONTROL TOWER OPERATIONS	AC-5
EMERGENCY OPERATIONS	AC-6
FLIGHT PLANNING	AC-6
GENERAL OPERATING PROCEDURES	AC-6
RADAR (ASHORE, CARRIER, AMPHIBIOUS, TACRON, FACSFAC)	AC-8
TECHNICAL ADMINISTRATION	AC-9

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AIR TRAFFIC CONTROLLER (AC)

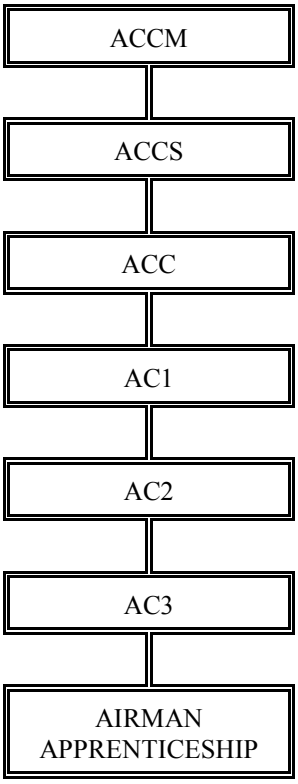
SCOPE OF RATING

Air Traffic Controllers (AC) provide air traffic control services in air traffic control towers, radar air traffic control facilities, fleet area control and surveillance facilities, and air operations offices ashore and afloat; operate radio communication systems and light signals; direct aircraft under Visual Flight Rules (VFR) and Instrument Flight Rules (IFR); operate surveillance radar, precision radar, data link approach systems, Identification Friend or Foe (IFF) equipment, and other air traffic control equipment; respond to emergency air traffic situations; maintain current flight planning information and reference material; and assist pilots in preparation and processing flight plans.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 2.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Limited Duty Officer can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Air Traffic Controller

Job Code

001307

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	AIR TRAFFIC CONTROLLER	AIR TRAF CNTLR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AC	NECs 6901, 6902, 6903, 6904, 6931, 6932, 6933, 6934, 6935, 6936, or 6937

Job Description

Air Traffic Controllers play a key role in the effective use of naval airpower throughout the world in operational and training environments. Primary roles include preventing collisions between aircraft operating in the system; organizing and expediting the flow of traffic operating to and from airfields on the decks of Naval ships using radio, radar, and lighting systems; controlling the movement of aircraft and vehicles on airfields; and issuing instructions to pilots.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Air Traffic Control	122200	Air Traffic Controllers	53-2021.00	Transportation and Material Moving

Skills	Abilities
Coordination	*Oral Expression*
Speaking	*Deductive Reasoning*
Critical Thinking	*Speech Clarity*
Management of Material Resources	*Inductive Reasoning*
Active Learning	*Problem Sensitivity*
Monitoring	*Written Comprehension*
Judgment and Decision Making	*Selective Attention*
Complex Problem Solving	*Written Expression*
Writing	*Manual Dexterity*
Management of Personnel Resources	*Control Precision*

CONTROL TOWER OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct runway visual scans
E4	CORE	Control aircraft movements on airfields
E4	CORE	Control vehicles on airfields
E4	CORE	Coordinate runway use
E4	CORE	Log daily airfield inspections
E5	CORE	Plan assigned runways use
E4	CORE	Provide visual landing aides, airport lighting, and lighting systems
E5	CORE	Separate aircraft in tower jurisdiction
E5	CORE	Sequence aircraft in tower jurisdiction
E5	CORE	Supervise tower watch teams

EMERGENCY OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Activate airfield emergency alarms
E4	CORE	Control aircraft experiencing emergencies
E4	CORE	Direct vehicles to emergency sites
E5	CORE	Log aircraft emergencies
E4	CORE	Operate portable radio communication equipment
E4	CORE	Test emergency alarms

FLIGHT PLANNING

Paygrade	Task Type	Task Statements
E4	CORE	Coordinate Distinguished Visitor (DV) movements
E4	CORE	Initiate overdue aircraft actions
E4	NON-CORE	Input Notices To Airmen (NOTAM)
E7	NON-CORE	Manage Air Traffic Control (ATC) Notice To Airman (NOTAM) support for Department of the Navy (DoN)
E4	CORE	Prepare aircraft movement messages
E4	CORE	Process flight plans
E4	CORE	Submit aircraft movement messages
E4	CORE	Supervise flight planning

GENERAL OPERATING PROCEDURES

Paygrade	Task Type	Task Statements
E5	CORE	Assist Search and Rescue (SAR) operations
E6	CORE	Brief pilots on local course rules
E6	CORE	Brief watch teams
E5	CORE	Comply with Electronic Emission Control (EMCON) and Hazards of Electromagnetic Radiation Ordnance (HERO) plans
E5	CORE	Comply with noise abatement procedures
E5	CORE	Control aircraft in holding pattern
E5	CORE	Control special handling aircraft evolutions
E5	CORE	Coordinate Air Traffic Control (ATC) airspace
E6	CORE	Coordinate Air Traffic Control (ATC) issues with civil authorities
E6	CORE	Coordinate Air Traffic Control (ATC) issues with other military agencies
E4	CORE	Coordinate aircraft information with transient line
E4	CORE	Coordinate aircraft movements
E4	CORE	Coordinate arresting gear operations
E6	NON-CORE	Coordinate combat missions
E6	CORE	Coordinate Electronic Countermeasure (ECM) information (e.g. controllers, pilots, facilities, etc.)

Paygrade	Task Type	Task Statements
E5	CORE	Coordinate flight operations
E5	CORE	Coordinate maintenance of Air Traffic Control (ATC) equipment
E5	CORE	Coordinate Medical Evacuation (MEDEVAC) movements
E7	NON-CORE	Coordinate National Aeronautics and Space Administration (NASA) operations
E6	CORE	Coordinate noise abatement procedures
E4	CORE	Destroy classified material
E4	CORE	Display Air Traffic Control (ATC) equipment status
E4	CORE	Display flight information
E4	CORE	Disseminate bird activity reports
E4	CORE	Disseminate Hazards of Electromagnetic Radiation Ordnance (HERO) conditions
E4	CORE	Disseminate Pilot Reports (PIREP)
E4	CORE	Disseminate weather reports
E4	CORE	Enter flight plan information
E4	CORE	File squadron flight schedules
E6	CORE	Implement Severe Weather Avoidance Plans (SWAP)
E4	CORE	Instruct Air Traffic Control (ATC) trainees
E4	CORE	Interpret Air Traffic Control (ATC) communication messages
E4	CORE	Investigate Emergency Locator Transmitter (ELT) signals
E4	CORE	Issue advance non-control information to aircraft
E4	CORE	Issue advisories
E4	CORE	Issue Air Traffic Control (ATC) clearances
E4	CORE	Issue Air Traffic Control (ATC) safety alerts
E4	CORE	Issue aircraft clearance delay notices
E4	CORE	Issue aircraft control instructions
E4	CORE	Issue radio frequency changes
E4	CORE	Issue Unmanned Aerial Vehicle (UAV) pilot control instructions
E4	CORE	Issue weather information
E4	CORE	Maintain aeronautical charts and publications
E4	CORE	Maintain current weather reports for flight operations
E6	CORE	Monitor Air Traffic Control (ATC) training programs
E4	CORE	Monitor assigned airspace
E4	CORE	Monitor Automated Surface Observation System (ASOS) displays
E5	CORE	Monitor national security and safety of flight communications
E4	CORE	Monitor Navigation Aids (NAVAIDS) alarms
E5	CORE	Notify enroute and destination stations of aircraft requiring special handling
E4	CORE	Obtain aircraft fuel states
E4	CORE	Obtain aircraft position reports
E4	CORE	Obtain Pilot Reports (PIREP)

Paygrade	Task Type	Task Statements
E4	CORE	Operate Air Traffic Control (ATC) equipment
E4	CORE	Plot position (e.g. ship, airfield, etc.)
E6	CORE	Process facility records and reports
E4	CORE	Process flight progress strips
E4	CORE	Provide additional services to aircraft (e.g. flight following, weather updates, etc.)
E4	CORE	Provide assistance with missing aircraft initial search
E4	CORE	Relay aircraft ordnance handling information
E4	CORE	Report national security threats
E4	CORE	Report operational errors or deviations
E4	CORE	Report unusual occurrences
E4	CORE	Safeguard classified material
E5	CORE	Supervise aircraft evolutions
E6	NON-CORE	Supervise expeditionary watch teams
E6	CORE	Update Air Traffic Control (ATC) forms and logs

RADAR (ASHORE, CARRIER, AMPHIBIOUS, TACRON, FACSFAC)

Paygrade	Task Type	Task Statements
E4	CORE	Adjust Air Traffic Control (ATC) radar consoles
E4	CORE	Brief Air Combat Elements (ACE)
E4	CORE	Compile pre-launch data
E4	CORE	Conduct radar final approaches
E4	CORE	Control aircraft in Special Use Airspace (SUA)
E5	CORE	Control aircraft refueling evolutions
E6	CORE	Coordinate air to air refueling
E6	CORE	Coordinate shipboard airspace
E4	CORE	Decode Identification Friend or Foe (IFF) Hydraulics, Electrical, Fuel, Oxygen, Engine (HEFOE) information
E4	CORE	Disseminate pre-launch data
E7	NON-CORE	Draft video map data requests
E4	CORE	Establish radar contacts
E4	CORE	Monitor instrument approaches
E4	CORE	Perform tactical Air Traffic Control (ATC) assault procedures
E4	CORE	Relay mission information
E6	NON-CORE	Schedule airspace users
E4	CORE	Separate aircraft under radar jurisdiction
E4	CORE	Sequence aircraft under radar jurisdiction
E4	CORE	Supervise air operations watch teams
E6	CORE	Supervise Air Traffic Control (ATC) shipboard operations
E5	CORE	Supervise radar watch teams

Paygrade	Task Type	Task Statements
E4	CORE	Transfer radar identification
E4	CORE	Update Air Traffic Control (ATC) status boards and Integrated Shipboard Information Systems (ISIS)
E4	CORE	Vector aircraft

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Conduct airfield site surveys
E7	CORE	Coordinate Air Traffic Control (ATC) equipment issues with In-Service Engineering Activity (ISEA)
E7	CORE	Coordinate Air Traffic Control (ATC) system upgrades
E7	NON-CORE	Evaluate Air Traffic Control (ATC) facilities for Federal Aviation Administration (FAA) and Department of the Navy (DoN) procedural compliance
E7	CORE	Evaluate Air Traffic Control (ATC) procedure change proposals
E7	CORE	Evaluate Air Traffic Control (ATC) training programs
E7	CORE	Investigate airspace issues
E7	CORE	Liaise with Federal Aviation Administration (FAA) personnel
E6	CORE	Maintain logs and records (e.g. equipment, hot area event, tower visibility, etc.)
E6	CORE	Maintain operational continuity of Air Traffic Control (ATC) watch teams
E5	CORE	Maintain physical security of Air Traffic Control (ATC) spaces
E7	CORE	Manage Air Traffic Control (ATC) assigned airspace
E7	CORE	Manage Air Traffic Control (ATC) equipment
E7	NON-CORE	Manage Air Traffic Control (ATC) expeditionary services
E7	CORE	Manage Air Traffic Control (ATC) facilities
E7	NON-CORE	Manage Air Traffic Control (ATC) facility waivers
E7	CORE	Manage Air Traffic Control (ATC) Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E7	CORE	Manage Air Traffic Control (ATC) personnel
E7	CORE	Manage Air Traffic Control (ATC) procedure correspondence
E6	CORE	Manage Air Traffic Control (ATC) publications libraries
E7	CORE	Manage Air Traffic Control (ATC) training programs
E6	NON-CORE	Manage airfield operations
E7	CORE	Manage airspace
E7	NON-CORE	Manage Department of the Navy (DoN) Air Traffic Control (ATC) program for obstruction evaluation, airport and airspace analysis
E7	NON-CORE	Manage Department of the Navy (DoN) navigational aids within the National Airspace System (NAS) and at overseas installations
E7	NON-CORE	Manage Department of the Navy (DoN) participation in the federal rule-making process
E7	NON-CORE	Manage deployment and procurement of Air Traffic Control (ATC) systems

Paygrade	Task Type	Task Statements
E7	NON-CORE	Manage facility Air Installation Compatibility Use Zone (AICUZ) programs
E6	CORE	Manage Search And Rescue (SAR) efforts
E6	CORE	Prepare Air Traffic Control (ATC) communication messages
E7	CORE	Prepare Air Traffic Control (ATC) hazard reports
E7	CORE	Prepare Air Traffic Control (ATC) specialist certificate/revocation packages
E6	CORE	Prepare Air Traffic Control (ATC) voice recording transcriptions
E7	CORE	Prepare open skies treaty messages
E7	CORE	Prepare Operational Capability Improvement Requests (OCIR)
E7	NON-CORE	Prepare pre-battle data
E7	NON-CORE	Process Altitude Reservation (ALTRV) requests
E7	CORE	Process operational errors or deviations
E7	NON-CORE	Provide technical assistance and inputs for Air Traffic Control (ATC) systems
E7	NON-CORE	Provide technical support on airspace matters
E7	CORE	Qualify air traffic controllers
E7	CORE	Request Federal Aviation Administration (FAA) waivers
E6	CORE	Supervise Air Traffic Control (ATC) watch team personnel
E7	CORE	Update Air Traffic Control (ATC) manuals

CHAPTER 3

AVIATION MACHINIST'S MATE (AD)

NAVPERS 18068-3F
CH-62

Updated: April 2015

TABLE OF CONTENTS
AVIATION MACHINIST'S MATE (AD)

SCOPE OF RATING	AD-3
GENERAL INFORMATION	AD-4
AVIATION MACHINIST’S MATE ORGANIZATIONAL LEVEL	AD-5
AUXILIARY POWER	AD-5
ENGINE COMPONENT INSPECTION AND MAINTENANCE	AD-5
FUEL SYSTEMS	AD-6
GENERAL MAINTENANCE	AD-6
HELICOPTER MAINTENANCE	AD-7
MAINTENANCE ADMINISTRATION	AD-7
POWER PLANT MAINTENANCE	AD-7
PROPELLER SYSTEMS	AD-8
AVIATION MACHINIST’S MATE INTERMEDIATE LEVEL	AD-9
AUXILIARY POWER	AD-9
ENGINE COMPONENT INSPECTION AND MAINTENANCE	AD-9
FUEL SYSTEMS	AD-10
GENERAL MAINTENANCE	AD-10
HELICOPTER MAINTENANCE	AD-10
MAINTENANCE ADMINISTRATION	AD-11
POWER PLANT MAINTENANCE	AD-11
PROPELLER SYSTEMS	AD-11

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AVIATION MACHINIST'S MATE (AD)

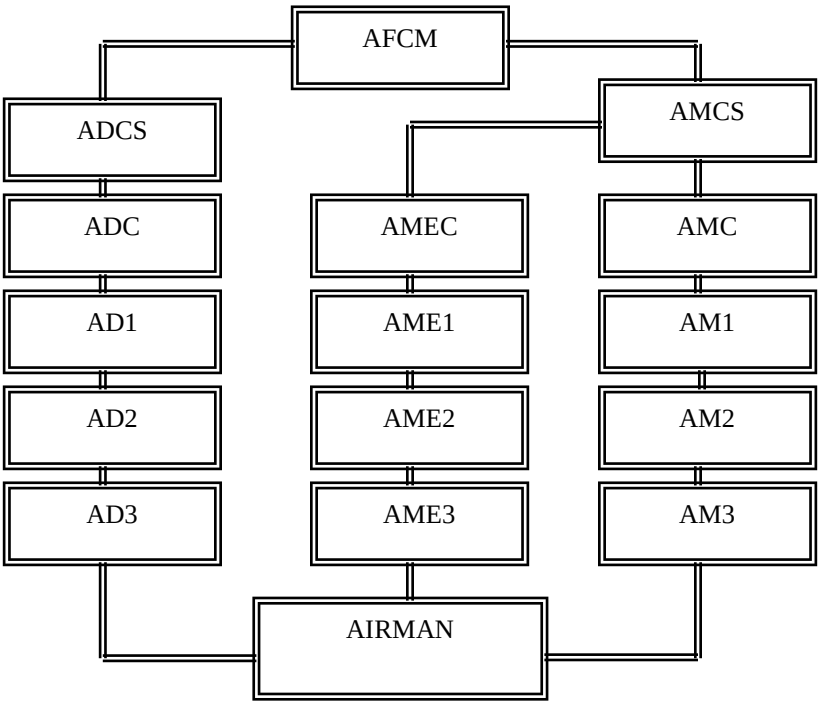
SCOPE OF RATING

Aviation Machinist's Mates (AD) maintain, inspect, troubleshoot, preserve, and de-preserve aircraft engines and their related systems, including fuel, lubrication, compression, combustion, exhaust, accessory gearbox, aircraft mounted accessory drive, propeller, anti-ice, bleed air systems, etc.; conduct special and conditional inspections and oil analysis; perform functional checks and required adjustments on engines and related systems; and supervise and provide training to power plant work centers.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 3.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Aviation Machinist's Mate Organizational Level 001362

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	AVIA MACHINIST MATE O-LEVEL	AVENG SYS O-LV

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AD	NEC 64XX, 83XX, and 88XX series

Job Description

Aviation Machinist's Mates Organization Level conduct scheduled and unscheduled maintenance and troubleshoot aircraft engines, fuel, and lubrication systems to facilitate daily flight operations; perform complete aircraft turboshaft, turbofan, turbojet, and turboprop engine and component removal and replacements; and evaluate engine performance using advanced calibration equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft Engines	160100	Aircraft Mechanics and Service Technicians	49-3011.00	Installation, Maintenance, and Repair

Skills	Abilities
Equipment Maintenance	*Selective Attention*
Repairing	*Manual Dexterity*
Installation	*Deductive Reasoning*
Operation Monitoring	*Static Strength*
Quality Control Analysis	*Perceptual Speed*
Systems Analysis	*Extent Flexibility*
Reading Comprehension	*Wrist-Finger Speed*
Troubleshooting	*Control Precision*
Equipment Selection	*Written Comprehension*
Coordination	*Category Flexibility*

AUXILIARY POWER

Paygrade	Task Type	Task Statements
E5	CORE	Inspect Auxiliary Power Units (APU)
E4	CORE	Maintain Auxiliary Power Unit (APU) systems
E4	CORE	Remove Auxiliary Power Units (APU)
E4	CORE	Replace Auxiliary Power Units (APU)
E5	CORE	Troubleshoot Auxiliary Power Units (APU)

ENGINE COMPONENT INSPECTION AND MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Inspect engine fuel system components
E5	CORE	Inspect internal hot and cold sections
E4	CORE	Maintain engine exhaust systems
E4	CORE	Remove engine anti-ice system components
E4	CORE	Remove engine bleed air system components
E4	CORE	Remove engine exhaust system components
E4	CORE	Remove engine ignition system components
E4	CORE	Remove engine oil system components
E4	CORE	Remove engine starting system components
E4	CORE	Remove turbine assemblies
E4	CORE	Replace engine anti-ice system components
E4	CORE	Replace engine bleed air system components

E4	CORE	Replace engine exhaust system components
E4	CORE	Replace engine ignition system components
E4	CORE	Replace engine oil system components
E4	CORE	Replace engine starting system components
E4	CORE	Replace turbine assemblies
E5	CORE	Troubleshoot engine components

FUEL SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Collect aircraft fuel samples
E5	CORE	Conduct gas free inspections on fuel cells
E4	CORE	Maintain aircraft fuel systems
E4	NON-CORE	Remove Aerial Refueling Stores (ARS)
E4	CORE	Remove aircraft fuel cell and components
E4	CORE	Remove auxiliary fuel tanks
E4	CORE	Remove engine fuel system components
E4	CORE	Remove fuel stores
E4	NON-CORE	Repair Aerial Refueling Stores (ARS)
E4	CORE	Repair external fuel tanks
E4	NON-CORE	Replace Aerial Refueling Stores (ARS)
E4	CORE	Replace aircraft fuel cell and components
E4	CORE	Replace auxiliary fuel tanks
E4	CORE	Replace engine fuel system components
E4	NON-CORE	Replace fuel stores
E5	NON-CORE	Troubleshoot Aerial Refueling Stores (ARS)
E5	CORE	Troubleshoot aircraft fuel systems
E5	CORE	Troubleshoot external fuel tanks

GENERAL MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct aircraft maintenance turns
E5	CORE	Conduct aircraft transfer and acceptance inspections
E5	CORE	Conduct conditional inspections
E5	CORE	Conduct corrosion inspections
E6	CORE	Conduct Quality Assurance (QA) inspections
E5	CORE	Conduct scheduled maintenance inspections
E4	CORE	Conduct support equipment inspections
E5	CORE	Incorporate Technical Directives (TD)
E4	NON-CORE	Maintain Aircraft Mounted Accessory Drive (AMAD) assemblies
E7	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E4	CORE	Perform corrosion prevention procedures
E4	CORE	Treat power plant and related systems corrosion

HELICOPTER MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Inspect aircraft drive transmission systems
E5	CORE	Inspect aircraft rotor system components
E4	CORE	Maintain aircraft drive transmission systems
E4	CORE	Maintain aircraft rotor systems
E4	CORE	Maintain engine fire bottles
E5	CORE	Perform helicopter vibration analysis
E4	CORE	Remove aircraft rotor system components
E4	CORE	Remove blade fold systems
E4	CORE	Remove main rotor blades
E4	CORE	Remove tail rotor paddles
E4	CORE	Replace aircraft rotor system components
E4	CORE	Replace blade fold systems
E4	CORE	Replace main rotor blades
E4	CORE	Replace tail rotor paddles
E5	CORE	Troubleshoot aircraft drive transmission systems
E5	CORE	Troubleshoot aircraft rotor system components

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Assign aircraft to missions
E7	CORE	Conduct flight crew briefs and debriefs
E7	CORE	Conduct maintenance and production briefs
E4	CORE	Document aircraft maintenance
E7	CORE	Manage aircraft component cannibalization
E6	CORE	Manage power plant administrations
E7	NON-CORE	Prepare Broad Arrow reports
E7	CORE	Prepare engine status reports
E7	CORE	Release aircraft safe for flight
E7	CORE	Report aircraft status
E7	CORE	Schedule aircraft inspections
E7	CORE	Schedule aircraft maintenance
E7	CORE	Verify Aircraft Discrepancy Books (ADB)

POWER PLANT MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Collect oil samples for analysis
E4	CORE	Conduct engine preservations and de-preservations
E5	CORE	Conduct special engine inspections
E5	CORE	Inspect accessory gearbox assemblies
E5	CORE	Inspect engine control systems
E5	CORE	Inspect Gas Turbine Compressor (GTC) assemblies

E5	CORE	Inspect Quick Engine Change (QEC) assemblies
E4	CORE	Maintain accessory gearbox assemblies
E4	CORE	Maintain engine anti-ice systems
E4	CORE	Maintain engine bleed air systems
E4	CORE	Maintain engine control systems
E4	CORE	Maintain engine ignition systems
E4	CORE	Maintain engine starting systems
E4	CORE	Maintain oil systems
E5	CORE	Perform engine control rigging
E4	CORE	Perform engine wash
E4	CORE	Remove engines
E4	NON-CORE	Remove Generator Converter Units (GCU)
E4	CORE	Replace engines
E4	NON-CORE	Replace Generator Converter Units (GCU)
E6	CORE	Supervise power plant and related systems maintenance operations
E5	CORE	Troubleshoot power plants and related systems

PROPELLER SYSTEMS

Paygrade	**Task Type**	**Task Statements**
E5	CORE	Inspect aircraft propellers and components
E4	CORE	Maintain aircraft propeller systems
E4	CORE	Maintain reduction gearbox systems
E4	CORE	Maintain torque meter assemblies
E4	CORE	Perform propeller vibration analysis
E4	CORE	Remove propeller and associated components
E4	CORE	Remove propeller blades
E4	CORE	Remove reduction gearbox systems and components
E4	CORE	Remove valve and pump housing assemblies
E4	CORE	Repair aircraft propellers
E4	CORE	Replace propeller and associated components
E4	CORE	Replace propeller blades
E4	CORE	Replace reduction gearbox systems and components
E4	CORE	Replace valve and pump housing assemblies
E5	CORE	Troubleshoot propeller systems
E5	CORE	Troubleshoot reduction gear box
E5	CORE	Troubleshoot valve housing assemblies

Job Title **Job Code**

Aviation Machinist's Mate Intermediate Level 001417

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	AVIA MACHINIST MATE I-LEVEL	AVENG SYS I-LV

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AD	NEC 8300 and 8800

Job Description

Aviation Machinist's Mates Intermediate Level perform complete in depth repair of engines and associated components on turboshaft, turbofan, turbojet, and turboprop engines including complete engine teardown, propellers, rotors, gearboxes, and drive accessories; and evaluate turbine engines performance using engine test cells and advanced calibration equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft Engines	160100	Aircraft Mechanics and Service Technicians	49-3011.00	Installation, Maintenance, and Repair

Skills	Abilities
Equipment Maintenance	*Selective Attention*
Repairing	*Manual Dexterity*
Operation Monitoring	*Deductive Reasoning*
Quality Control Analysis	*Perceptual Speed*
Installation	*Wrist-Finger Speed*
Systems Analysis	*Control Precision*
Troubleshooting	*Static Strength*
Equipment Selection	*Category Flexibility*
Operation and Control	*Oral Expression*
Reading Comprehension	*Stamina*

AUXILIARY POWER

Paygrade	Task Type	Task Statements
E5	CORE	Inspect Auxiliary Power Units (APU)
E4	CORE	Maintain Auxiliary Power Unit (APU) systems
E5	CORE	Troubleshoot Auxiliary Power Units (APU)

ENGINE COMPONENT INSPECTION AND MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Inspect engine fuel system components
E5	CORE	Inspect internal hot and cold sections
E4	CORE	Maintain compressor systems
E4	CORE	Maintain engine drive shafts
E4	CORE	Maintain engine exhaust systems
E4	CORE	Remove engine anti-ice system components
E4	CORE	Remove engine bleed air system components
E4	CORE	Remove engine exhaust system components
E4	CORE	Remove engine ignition system components
E4	CORE	Remove engine oil system components
E4	CORE	Remove engine starting system components
E4	CORE	Remove turbine assemblies
E4	NON-CORE	Repair combustion systems
E4	CORE	Repair engine compressor assemblies

E4	CORE	Replace engine anti-ice system components
E4	CORE	Replace engine bleed air system components
E4	CORE	Replace engine drive shafts
E4	CORE	Replace engine exhaust system components
E4	CORE	Replace engine ignition system components
E4	CORE	Replace engine oil system components
E4	CORE	Replace engine starting system components
E4	CORE	Replace turbine assemblies
E5	CORE	Troubleshoot engine components

FUEL SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct gas free inspections on fuel cells
E4	CORE	Remove engine fuel system components
E4	NON-CORE	Repair Aerial Refueling Stores (ARS)
E4	CORE	Repair external fuel tanks
E4	CORE	Replace engine fuel system components
E5	NON-CORE	Troubleshoot Aerial Refueling Stores (ARS)
E5	CORE	Troubleshoot external fuel tanks

GENERAL MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct corrosion inspections
E6	CORE	Conduct Quality Assurance (QA) inspections
E5	CORE	Conduct scheduled maintenance inspections
E4	CORE	Conduct support equipment inspections
E5	CORE	Incorporate Technical Directives (TD)
E5	CORE	Maintain engine test cell equipment
E5	CORE	Maintain oil analysis equipment
E7	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E4	CORE	Perform corrosion prevention procedures
E5	CORE	Perform engine test cell operations
E4	CORE	Treat power plant and related systems corrosion

HELICOPTER MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Inspect aircraft drive transmission systems
E5	CORE	Inspect aircraft rotor system components
E4	CORE	Maintain aircraft rotor systems
E5	CORE	Perform helicopter vibration analysis
E4	CORE	Remove aircraft rotor system components
E4	CORE	Replace aircraft rotor system components
E5	CORE	Troubleshoot aircraft rotor system components

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Conduct maintenance and production briefs
E4	CORE	Document aircraft maintenance
E6	CORE	Manage power plant administrations
E7	NON-CORE	Prepare Broad Arrow reports
E7	CORE	Prepare engine status reports

POWER PLANT MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Collect oil samples for analysis
E4	CORE	Conduct engine preservations and de-preservations
E5	CORE	Conduct special engine inspections
E5	CORE	Inspect accessory gearbox assemblies
E5	CORE	Inspect engine control systems
E5	CORE	Inspect Gas Turbine Compressor (GTC) assemblies
E4	CORE	Maintain accessory gearbox assemblies
E4	CORE	Maintain engine bleed air systems
E4	CORE	Maintain engine control systems
E4	CORE	Maintain engine ignition systems
E4	CORE	Maintain engine modules
E4	CORE	Maintain engine starting systems
E4	CORE	Maintain oil systems
E4	CORE	Perform engine wash
E4	CORE	Repair Gas Turbine Compressor (GTC) assemblies
E6	CORE	Supervise power plant and related systems maintenance operations
E5	CORE	Troubleshoot power plants and related systems

PROPELLER SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Inspect aircraft propellers and components
E4	CORE	Maintain aircraft propeller systems
E4	CORE	Maintain reduction gearbox systems
E4	CORE	Maintain torque meter assemblies
E4	CORE	Perform propeller vibration analysis
E4	CORE	Remove propeller blades
E4	CORE	Remove reduction gearbox systems and components
E4	CORE	Remove valve and pump housing assemblies
E4	CORE	Repair aircraft propellers
E4	CORE	Replace propeller blades

E4	CORE	Replace reduction gearbox systems and components
E4	CORE	Replace valve and pump housing assemblies
E5	CORE	Troubleshoot propeller systems
E5	CORE	Troubleshoot reduction gear box
E5	CORE	Troubleshoot valve housing assemblies

CHAPTER 4

AVIATION ELECTRICIAN'S MATE (AE)

NAVPERS 18068-4E
CH-58

Updated: April 2014

TABLE OF CONTENTS
AVIATION ELECTRICIAN'S MATE (AE)

SCOPE OF RATING	AE-3
GENERAL INFORMATION	AE-4
AVIATION ELECTRICIAN'S MATE INTERMEDIATE LEVEL TECHNICIAN	AE-5
AIRCRAFT ELECTRICAL SYSTEMS	AE-5
AIRCRAFT INSTRUMENTS	AE-5
AIRCRAFT POWER PLANT ELECTRICAL SYSTEMS	AE-5
AUTOMATIC FLIGHT CONTROL SYSTEMS	AE-6
COMPASS AND INERTIAL NAVIGATION SYSTEMS	AE-6
ELECTRICAL MAINTENANCE	AE-6
MAINTENANCE ADMINISTRATION	AE-6
POWER GENERATION AND DISTRIBUTION SYSTEMS	AE-6
QUALITY ASSURANCE	AE-7
AVIATION ELECTRICIAN'S MATE ORGANIZATIONAL LEVEL TECHNICIAN	AE-8
AIRCRAFT ELECTRICAL SYSTEMS	AE-8
AIRCRAFT INSTRUMENTS	AE-8
AIRCRAFT POWER PLANT ELECTRICAL SYSTEMS	AE-8
AUTOMATIC FLIGHT CONTROL SYSTEMS	AE-9
COMPASS AND INERTIAL NAVIGATION SYSTEMS	AE-9
ELECTRICAL MAINTENANCE	AE-9
MAINTENANCE ADMINISTRATION	AE-10
POWER GENERATION AND DISTRIBUTION SYSTEMS	AE-10
QUALITY ASSURANCE	AE-10

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AVIATION ELECTRICIAN'S MATE (AE)

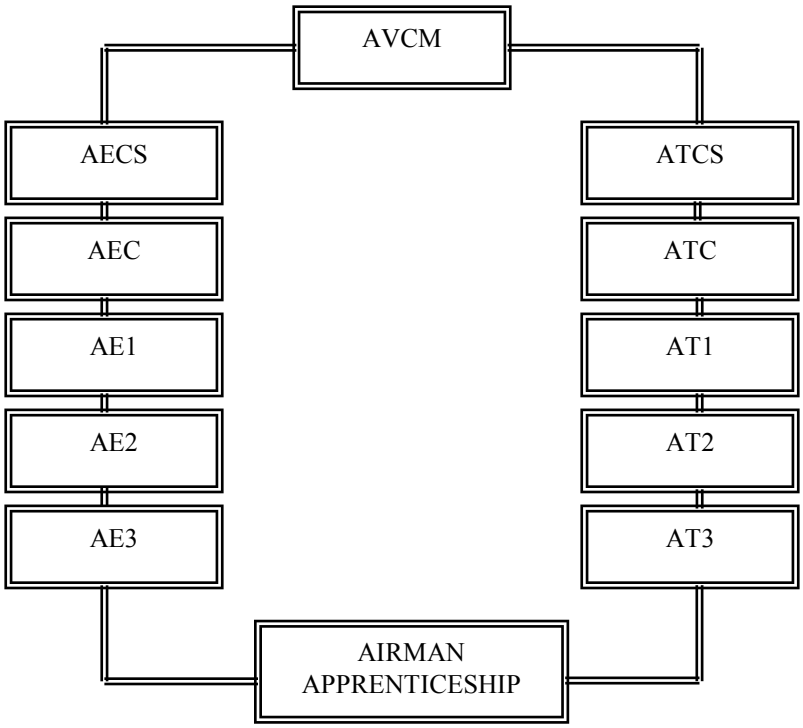
SCOPE OF RATING

Aviation Electrician's Mates (AE) maintain electrical and instrument systems, including power generation, conversion, and distribution systems, aircraft batteries, and interior and exterior lighting; and maintain electrical control of aircraft systems, including hydraulic, landing gear, flight control, utility, and power plant engine, flight and non-instrument-type indicating and warning systems, automatic flight control and stabilization systems, aircraft compass systems, attitude reference systems, and inertial navigation systems.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 4.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Aviation Electrician's Mate Intermediate Level Technician 001472

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	AVIA I-LEVEL ELECTRICIAN	ILVL ELECT

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AE	NEC 1591, 6422, 6701, 71XX series, 8300 and 8800

Job Description

Aviation Electrician's Mate Intermediate Level Technicians communicate with Production Control and Quality Assurance work centers and operate according to the Naval Aviation Maintenance Program (NAMP); maintain and inspect a wide array of equipment including: electrical and electronic components, batteries, inertial navigation units, test sets and electronic module test consoles, aircraft instruments, generators and generator power distribution equipment, and night vision goggles; and conduct system troubleshooting procedures using critical thinking skills and deductive reasoning to interpret schematics for electrical and electronic circuits

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft Accessories	160200	Avionics Technicians	49-2091.00	Installation, Maintenance, And Repair

Skills	Abilities
Management of Material Resources	*Deductive Reasoning*
Complex Problem Solving	*Problem Sensitivity*
Repairing	*Manual Dexterity*
Troubleshooting	*Written Comprehension*
Systems Evaluation	*Control Precision*
Quality Control Analysis	*Finger Dexterity*
Equipment Maintenance	*Inductive Reasoning*
Coordination	*Oral Expression*
Monitoring	*Written Expression*
Reading Comprehension	*Information Ordering*

AIRCRAFT ELECTRICAL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain master caution advisory systems
E4	CORE	Repair landing gear and electrical system components
E4	CORE	Test aircraft electrical systems

AIRCRAFT INSTRUMENTS

Paygrade	Task Type	Task Statements
E4	CORE	Repair Flight Director Indicators (FDI)
E4	CORE	Repair liquid quantity indicators
E4	CORE	Repair pitot static indicators
E4	CORE	Troubleshoot aircraft instruments
E4	CORE	Troubleshoot flight instrument components
E4	CORE	Troubleshoot liquid quantity indicators
E4	CORE	Troubleshoot pitot static instruments

AIRCRAFT POWER PLANT ELECTRICAL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Repair aircraft power plant electrical system components
E4	CORE	Repair fuel system components
E4	CORE	Troubleshoot aircraft power plant electrical system components
E4	CORE	Troubleshoot fuel system components

AUTOMATIC FLIGHT CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Repair flight control system components
E4	CORE	Repair flight surface indicating device components
E4	CORE	Troubleshoot flight control systems components
E4	CORE	Troubleshoot flight surface indicating device components

COMPASS AND INERTIAL NAVIGATION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Repair aircraft navigation components (electrical and electronic)

ELECTRICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Build aircraft wiring harnesses
E4	CORE	Incorporate Technical Directives (TD)
E5	CORE	Perform acceptance inspections
E5	CORE	Perform conditional inspections
E5	CORE	Perform special inspections
E5	CORE	Perform transfer inspections
E5	CORE	Perform zonal inspections
E4	CORE	Repair aircraft wiring harnesses
E4	CORE	Repair airframe electrical system components
E4	CORE	Repair circuit cards
E4	CORE	Repair electrical components
E4	CORE	Repair emergency system components
E4	CORE	Repair Environmental Control System (ECS) components
E4	CORE	Repair lighting system components
E4	CORE	Treat corrosion on aircraft components
E4	CORE	Treat corrosion on aircraft electrical components
E4	CORE	Troubleshoot aircraft circuit protection devices
E4	CORE	Troubleshoot aircraft wiring
E4	CORE	Troubleshoot airframe electrical system components
E4	CORE	Troubleshoot electrical components
E4	CORE	Troubleshoot retrograde wiring harnesses

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Brief maintenance operations (maintenance, production control, and workcenter)
E4	CORE	Document maintenance actions
E7	CORE	Manage Production Control (PC) operations
E5	CORE	Update Monthly Maintenance Plan (MMP)

POWER GENERATION AND DISTRIBUTION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain aircraft batteries
E4	CORE	Repair aircraft electrical power distribution systems and components
E4	CORE	Repair aircraft generators
E4	CORE	Repair aircraft supervisory panels and voltage regulators
E4	CORE	Repair aircraft transformer rectifiers and inverters

E4	CORE	Repair Bus Power Control Units (BPCU)
E4	CORE	Repair Generator Control Units (GCU)
E4	CORE	Test aircraft batteries
E4	CORE	Troubleshoot aircraft batteries
E4	CORE	Troubleshoot aircraft electrical power distribution system components
E4	CORE	Troubleshoot aircraft generators
E4	CORE	Troubleshoot aircraft supervisory panels
E4	CORE	Troubleshoot aircraft transformers (inverters, rectifiers, and power supplies)
E4	CORE	Troubleshoot aircraft voltage regulators
E4	CORE	Troubleshoot Bus Power Control Units (BPCU)
E4	CORE	Troubleshoot Generator Control Units (GCU)

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct Collateral Duty Inspections (CDI)
E6	CORE	Conduct Quality Assurance (QA) inspections
E6	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Supervise Fleet Readiness Center (FRC) electrical maintenance

Job Title **Job Code**

Aviation Electrician's Mate Organizational Level Technician 001527

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	AVIA O-LEVEL ELECTRICIAN	OLVL ELECT

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AE	NEC 6701, 7182, 83XX, and 88XX series

Job Description

Aviation Electrician's Mate Organizational Level Technicians communicate with Maintenance Control and Quality Assurance work centers and operate according to the Naval Aviation Maintenance Program (NAMP); maintain, troubleshoot, repair, and inspect a wide array of electrical and electronic equipment including: aircraft electrical systems, aircraft instrumentation equipment, aircraft power plants related equipment, aircraft airframe related aircraft utility equipment; and conduct system troubleshooting procedures using critical thinking skills and deductive reasoning to interpret schematics for electrical and electronic circuits.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft Accessories	160200	Avionics Technicians	49-2091.00	Installation, Maintenance, and Repair

Skills	Abilities
Systems Evaluation	*Deductive Reasoning*
Equipment Maintenance	*Written Comprehension*
Complex Problem Solving	*Manual Dexterity*
Troubleshooting	*Problem Sensitivity*
Quality Control Analysis	*Control Precision*
Management of Material Resources	*Oral Expression*
Repairing	*Finger Dexterity*
Coordination	*Inductive Reasoning*
Reading Comprehension	*Information Ordering*
Operation and Control	*Static Strength*

AIRCRAFT ELECTRICAL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain flight data recorders
E4	CORE	Maintain lighting system components
E4	CORE	Maintain master caution advisory systems
E4	CORE	Repair landing gear and electrical system components
E4	CORE	Test aircraft electrical systems

AIRCRAFT INSTRUMENTS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Flight Director Indicators (FDI)
E4	CORE	Maintain liquid quantity systems

AIRCRAFT POWER PLANT ELECTRICAL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain aircraft power plant electrical components
E4	NON-CORE	Maintain bladefold systems
E4	CORE	Maintain fuel system components
E4	CORE	Maintain propeller electrical systems
E4	NON-CORE	Repair bladefold systems
E4	CORE	Repair fuel system components

E4	CORE	Troubleshoot aircraft power plant electrical system components
E4	NON-CORE	Troubleshoot bladefold systems
E4	CORE	Troubleshoot propeller electrical systems

AUTOMATIC FLIGHT CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain flight control system components
E4	CORE	Maintain flight surface indicating device components

COMPASS AND INERTIAL NAVIGATION SYSTEMS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Calibrate aircraft navigation systems
E4	CORE	Maintain aircraft Inertial Navigation Systems (INS)
E4	CORE	Maintain aircraft navigation electrical components
E4	CORE	Troubleshoot aircraft navigation systems (electrical and electronic)

ELECTRICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Build aircraft wiring harnesses
E4	CORE	Incorporate Technical Directives (TD)
E4	CORE	Maintain aircraft circuit protection devices
E4	CORE	Maintain aircraft wiring
E4	CORE	Maintain aircraft wiring devices
E4	CORE	Maintain airframe electrical systems components
E4	CORE	Maintain landing gear and electrical system components
E4	CORE	Maintain miscellaneous electrical components
E4	CORE	Maintain pitot static systems
E5	CORE	Perform acceptance inspections
E5	CORE	Perform conditional inspections
E4	CORE	Perform daily inspections
E4	CORE	Perform phase inspections
E5	CORE	Perform special inspections
E5	CORE	Perform transfer inspections
E4	CORE	Perform turnaround inspections
E5	CORE	Perform zonal inspections
E4	CORE	Repair aircraft wiring harnesses
E4	CORE	Repair lighting system components
E4	CORE	Test aircraft electronic systems
E4	NON-CORE	Test Joint Helmet Mount Cueing Systems (JHMCS)
E4	CORE	Treat corrosion on aircraft components
E4	CORE	Treat corrosion on aircraft electrical components
E4	CORE	Troubleshoot aircraft circuit protection devices
E4	CORE	Troubleshoot aircraft emergency systems
E4	CORE	Troubleshoot aircraft wiring
E4	CORE	Troubleshoot Environmental Control Systems (ECS)
E4	NON-CORE	Troubleshoot Joint Helmet Mount Cueing Systems (JHMCS)
E4	CORE	Troubleshoot lighting systems

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Brief maintenance operations (maintenance, production control, and workcenter)
E7	CORE	Certify aircraft safe for flight
E4	CORE	Document maintenance actions
E7	CORE	Manage flight deck and flight line operations
E6	CORE	Manage functional check flight requirements
E7	CORE	Manage Maintenance Control (MC) operations
E5	CORE	Review Aircraft Discrepancy Book (ADB)
E5	CORE	Review Maintenance Data Reports (MDR)
E5	CORE	Update Monthly Maintenance Plan (MMP)

POWER GENERATION AND DISTRIBUTION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain aircraft batteries
E4	CORE	Maintain aircraft generators
E4	CORE	Maintain aircraft supervisory panels and voltage regulators
E4	CORE	Maintain aircraft transformer rectifiers, converters and inverters
E4	CORE	Maintain Bus Power Control Units (BPCU)
E4	CORE	Maintain generator control systems
E4	CORE	Repair aircraft electrical power distribution systems and components
E4	CORE	Test aircraft batteries
E4	CORE	Troubleshoot aircraft batteries
E4	CORE	Troubleshoot aircraft electrical power distribution system components
E4	CORE	Troubleshoot Bus Power Control Units (BPCU)

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct Collateral Duty Inspections (CDI)
E6	CORE	Conduct Quality Assurance (QA) inspections
E6	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Supervise aircraft electrical maintenance

CHAPTER 5

AEROGRAPHER'S MATE
(AG)

NAVPERS 18068-5D
CH-63

Updated: July 2015

TABLE OF CONTENTS
AEROGRAPHER'S MATE (AG)

SCOPE OF RATING	AG-3
GENERAL INFORMATION	AG-4
METEOROLOGICAL AND OCEANOGRAPHIC (METOC) ANALYST	AG-5
ASSIMILATION, APPLICATION AND PREDICTION	AG-5
CHARACTERIZATION AND ANALYSIS	AG-5
METEOROLOGIAL, OCEANOGRAPHIC, AND HYDROGRAPHIC DATA COLLECTION	AG-6
METOC ADMINISTRATION, TRAINING, AND QUALITY CONTROL	AG-7
SAFETY OF FLIGHT, NAVIGATION, AND INFRASTRUCTURE	AG-7
TACTICAL/OPERATIONAL ASSESSMENTS AND RECOMMENDATIONS	AG-8
METEOROLOGICAL AND OCEANOGRAPHIC (METOC) FORECASTER	AG-9
ASSIMILATION, APPLICATION AND PREDICTION	AG-9
CHARACTERIZATION AND ANALYSIS	AG-10
METEOROLOGIAL, OCEANOGRAPHIC, AND HYDROGRAPHIC DATA COLLECTION	AG-11
METOC ADMINISTRATION, TRAINING, AND QUALITY CONTROL	AG-12
SAFETY OF FLIGHT, NAVIGATION, AND INFRASTRUCTURE	AG-12
TACTICAL/OPERATIONAL ASSESSMENTS AND RECOMMENDATIONS	AG-13
MASTER METEOROLOGICAL AND OCEANOGRAPHIC (METOC) FORECASTER	AG-16
ASSIMILATION, APPLICATION AND PREDICTION	AG-16
CHARACTERIZATION AND ANALYSIS	AG-17
METEOROLOGICAL, OCEANOGRAPHIC, AND HYDROGRAPHIC DATA COLLECTION	AG-17
METOC ADMINISTRATION, TRAINING, AND QUALITY CONTROL	AG-17
SAFETY OF FLIGHT, NAVIGATION, AND INFRASTRUCTURE	AG-18
TACTICAL/OPERATIONAL ASSESSMENTS AND RECOMMENDATIONS	AG-19

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AEROGRAPHER'S MATE (AG)

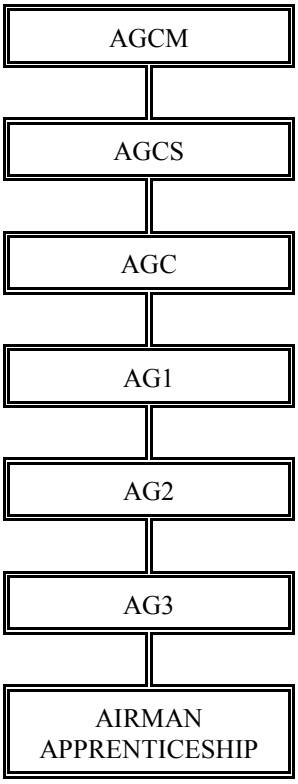
SCOPE OF RATING

Aerographer's Mates (AG) collect, measure, and analyze the elements of the physical environment (Land/Sea/Air/Space) and land/sea interface; synthesize a vast array of oceanographic, hydrographic, celestial, and meteorological data and in situ observations and measurements to produce forecasts and warnings in support of safety of flight, navigation, and naval/joint operations and missions; demonstrate expertise in METOC equipment and systems, Geospatial Information and Services (GIS), and tactical decision aids; combine knowledge of the operating environment with a thorough understanding of warfighting capabilities to assess and predict environmental impacts to friendly and enemy platforms, sensors, and weapon systems; develop actionable recommendations regarding tactics, techniques, and procedures that fully exploit environmental parameters, mitigate risk, and enable decision superiority across all warfighting areas and strategic and enabling capabilities; operate unmanned systems, small boats and expeditionary survey vehicles to collect meteorological, hydrographic and oceanographic data; and distribute data internally and externally to platforms and operational activities via communication devices, web-centric architecture, or on-scene in direct support of afloat units, fleet/joint staffs, or combatant/operational commanders.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 5.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Limited Duty Officer can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Meteorological and Oceanographic (METOC) Analyst 001695

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Life, Physical, and Social Science	TBD	METOC ANALYST	METOC ANALYST

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AG	Not Applicable

Job Description

Meteorological and Oceanographic (METOC) Analysts observe, measure, and collect atmospheric and oceanographic data, phenomena, and parameters that affect platforms, sensors, and weapon systems performance; interpret numerical prediction models and provide limited analysis of operationally significant weather data (e.g. cloud cover, freezing level, fronts and pressure centers, significant weather, and hazards to flight); conduct routine analysis of hydrographic features and elements on nautical/navigation charts and prepare routine forecasts of METOC conditions on Synoptic, Meso, and Micro scales in low risk operating areas; utilize tactical decision aids to generate graphical depictions of atmospheric refractive conditions and acoustic properties of the ocean; operate unmanned systems, small boats and expeditionary survey vehicles to collect meteorological, hydrographic and oceanographic data; process side-scan, multi-beam, and single-beam sonar imageries; brief current METOC conditions in support of Warfare Operations (e.g. Anti-Submarine Warfare (ASW), Mine Warfare (MIW), Strike Warfare (STW), Navy Special Warfare (NSW)); operate classified/unclassified software and systems; and communicate METOC information internally and externally to platforms and operational activities.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Weather, General	142000	Atmospheric and Space Scientists	19-2021.00	Life, Physical, and Social Science

Skills	Abilities
Science	*Information Ordering*
Critical Thinking	*Deductive Reasoning*
Speaking	*Oral Expression*
Operation and Control	*Written Expression*
Operations Analysis	*Flexibility of Closure*
Quality Control Analysis	*Speech Clarity*
Management of Material Resources	*Spatial Orientation*
Reading Comprehension	*Written Comprehension*
Writing	*Category Flexibility*
Coordination	*Problem Sensitivity*

ASSIMILATION, APPLICATION, AND PREDICTION

Paygrade	Task Type	Task Statements
E4	CORE	Conduct briefs of satellite derived meteorological features and elements

CHARACTERIZATION AND ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze atmospheric refractive conditions
E4	CORE	Analyze bathythermographic data
E4	CORE	Analyze hydrographic data
E4	CORE	Analyze open ocean wave conditions (e.g. average and significant wave heights, lengths, and periods)
E4	CORE	Analyze sea ice conditions
E4	CORE	Analyze sea surface conditions (e.g. current direction and speed, ocean fronts and eddies, and sea surface temperature)

E4	CORE	Analyze Sound Speed Profile (SSP) (e.g. sonic layer depth, sound channels, best depth, cut-off frequencies, etc.)
E4	NON-CORE	Apply geospatial orientation on Meteorological and Oceanographic (METOC) products
E4	CORE	Brief basic Meteorological and Oceanographic (METOC) elements and features on climatological products and information
E4	NON-CORE	Brief hydrographic features and elements on nautical/navigation charts
E4	CORE	Brief meteorological features and elements on surface weather charts
E4	NON-CORE	Characterize hydrographic features and elements on nautical/navigation charts
E4	CORE	Characterize meteorological features and elements on constant pressure charts
E4	CORE	Characterize meteorological features and elements on surface weather charts
E4	CORE	Characterize meteorological features and elements on upper air data
E4	CORE	Characterize oceanographic features and elements on satellite imageries
E4	CORE	Characterize physical and biological properties of the oceans
E4	CORE	Characterize satellite imageries for meteorological features and elements
E4	CORE	Characterize severe weather (e.g. tornadoes, thunderstorms, hail, etc.)
E4	NON-CORE	Compile physical and biological data (e.g. bottom types, bioluminescence, etc.)
E4	NON-CORE	Conduct briefs of physical and biological properties of the ocean (e.g. bottom types, bioluminescence, etc.)
E5	NON-CORE	Conduct change detection analyses
E4	CORE	Conduct satellite derived oceanographic features and element briefs
E5	CORE	Develop tropical streamline analyses
E4	CORE	Evaluate ocean surface buoy data
E4	CORE	Evaluate ray trace diagrams
E4	NON-CORE	Generate graphical depictions of hydrographic properties of the ocean
E4	NON-CORE	Process multibeam sonar imageries
E4	NON-CORE	Process single beam sonar imageries

METEOROLOGICAL, OCEANOGRAPHIC, AND HYDROGRAPHIC DATA COLLECTION

Paygrade	Task Type	Task Statements
E4	CORE	Collect climatological data for long-range mission planning
E4	NON-CORE	Collect hydrographic data
E4	NON-CORE	Collect ocean bottom data using Unmanned Underwater Vehicles (UUV)
E4	NON-CORE	Collect satellite imagery using shipboard or shore-based satellite data terminal (e.g. SMQ-11 and FMQ-17)
E4	CORE	Compile astronomical data (e.g. solar, lunar, tidal)
E4	CORE	Measure current atmospheric conditions (e.g. land-based, shipboard, upper air, etc.)
E4	CORE	Observe surf conditions (e.g. breaker height, breaker type, breaker angle, etc.)
E4	NON-CORE	Perform small craft operations (e.g. Expeditionary Survey Vehicle (ESV), Combat Rubber Raiding Craft (CRRC), etc.)

E4	CORE	Plot ship Projected Intended Movement (PIM) and Movement Reports (MOVREP)
E4	NON-CORE	Process side-scan sonar imageries
E4	NON-CORE	Record current tidal observations
E4	CORE	Record current weather observations (e.g. land-based, shipboard, upper air, etc.)

METOC ADMINISTRATION, TRAINING, AND QUALITY CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Archive Meteorological and Oceanographic (METOC) data
E4	CORE	Conduct environmental observation quality control checks (e.g. surface, synoptic, surf, etc.)
E4	CORE	Disseminate Meteorological and Oceanographic (METOC) forecasts and products
E4	NON-CORE	Inspect Meteorological and Oceanographic (METOC) equipment
E4	CORE	Maintain Meteorological and Oceanographic (METOC) administrative files
E4	CORE	Maintain Meteorological and Oceanographic (METOC) publications and databases
E4	CORE	Maintain Tactical Decision Aid (TDA) sensor databases (e.g. Target Acquisition Weapons Software (TAWS), Advanced Refractive Effects Prediction System (AREPS), Personal Computer Interactive Multisensor Analysis Trainer (PCIMAT), etc.)
E4	CORE	Verify deployable Meteorological and Oceanographic (METOC) equipment readiness

SAFETY OF FLIGHT, NAVIGATION, AND INFRASTRUCTURE

Paygrade	Task Type	Task Statements
E4	CORE	Analyze radar data in support of flight operations (e.g. convective and nonconvective meteorological features significant to aircraft operations and safety, etc.)
E4	CORE	Assess aviation operations Meteorological and Oceanographic (METOC) support requirements
E4	CORE	Collect observed environmental conditions in the event of an aircraft mishap
E4	CORE	Conduct flight weather conditions and recommendations briefs
E4	CORE	Conduct sea ice conditions and forecasts briefs
E4	CORE	Conduct Terminal Aerodrome Forecast (TAF) briefs
E4	NON-CORE	Construct digital flight weather packages (e.g. ditch headings, satellite image, and flight level wind)
E4	NON-CORE	Create Optimum Path Aircraft Routing System (OPARS) customized flight plan predictions
E4	CORE	Develop Horizontal Weather Depictions (HWD) (e.g., cloud cover, freezing level, fronts and pressure centers, significant weather, hazards to flight)

TACTICAL/OPERATIONAL ASSESSMENTS AND RECOMMENDATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Advise Chain of Command (COC) of environmental conditions impacting operations
E4	NON-CORE	Analyze acoustic and non-acoustic contacts
E4	CORE	Brief current local weather conditions, advisories, and warnings
E4	CORE	Conduct current Meteorological and Oceanographic (METOC) conditions briefs in support of warfare operations (e.g. Undersea Warfare (USW), Mine Warfare (MIW), Strike Warfare (STW), Intelligence, Surveillance, and Reconnaissance (ISR), etc.)
E4	NON-CORE	Conduct Meteorological and Oceanographic (METOC) training
E4	CORE	Create oceanographic acoustic prediction products (e.g. three-dimensional graphics, animations, audio, and tactical visualizations)
E4	CORE	Develop electromagnetic wave propagation predictions
E4	CORE	Develop electro-optic sensor predictions
E4	NON-CORE	Develop hydrographic mission planning briefs
E4	NON-CORE	Develop mosaic mapped imageries

Job Title **Job Code**

Meteorological and Oceanographic (METOC) Forecaster 001585

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Life, Physical, and Social Science	TBD	METOC FORECASTER	METOC FORCASTR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AG	NEC 7412

Job Description

Meteorological and Oceanographic (METOC) Forecasters carry out a broad range of METOC forecasting activities to be performed in a wide variety of contexts, some of which are complex and non-routine; demonstrate personal autonomy and responsibility in the generation of METOC products and operational recommendations; demonstrate critical thinking and the capacity to apply scientific knowledge and skills in an integrated way; predict and assess the impact of the elements of the physical environment (Land/Sea/Air/Space) and land/sea interface on both friendly and enemy platforms, sensors and weapon system performance, safety of flight and navigation, and naval/joint operations and missions; evaluate numerical model performance to quantify the accuracy and reliability of future performance in low and moderate risk operating areas; analyze hydrographic features and elements on nautical/navigation charts and forecast METOC conditions on Synoptic, Meso, and Micro scales in moderate risk operating areas; analyze side-scan, multi-beam, and single-beam sonar imageries; collect and analyze ocean bottom data using unmanned underwater vehicles; create climatological studies supporting Naval Warfare Planning; produce forecasts and warnings; synthesize a vast array of Meteorological and Oceanographic data to characterize the operating environment and recommend courses of action to enhance the warfighters' ability to exploit the physical environment for successful mission accomplishment; brief forecasted METOC conditions in support of Warfare Operations (e.g. Anti-Submarine Warfare (ASW), Mine Warfare (MIW), Strike Warfare (STW), Navy Special Warfare (NSW)); and distribute data internally and externally to aircraft, ships, and shore activities via communication devices/web-centric architecture.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Weather, General	142000	Atmospheric and Space Scientists	19-2021.00	Life, Physical, and Social Science

Skills	Abilities
Science	*Information Ordering*
Critical Thinking	*Written Expression*
Complex Problem Solving	*Deductive Reasoning*
Speaking	*Oral Expression*
Coordination	*Speech Clarity*
Judgment and Decision Making	*Inductive Reasoning*
Writing	*Speed of Closure*
Operations Analysis	*Flexibility of Closure*
Operation and Control	*Visualization*
Quality Control Analysis	*Written Comprehension*

ASSIMILATION, APPLICATION, AND PREDICTION

Paygrade	Task Type	Task Statements
E5	CORE	Assess climatological data for long-range mission planning
E4	CORE	Conduct briefs of satellite derived meteorological features and elements
E5	CORE	Develop prognostic blend weather charts
E5	NON-CORE	Develop submarine operations forecasts
E5	CORE	Develop synoptic-scale surface weather forecasts (e.g. tropical, mid-latitude, and arctic)
E5	CORE	Evaluate numerical model performance
E5	CORE	Forecast aircraft en route weather (e.g. ditch headings, aircraft icing, flight weather winds, altimeter settings, freezing levels, etc.)
E5	CORE	Forecast electromagnetic wave propagation

E5	CORE	Forecast flight weather, visibility, and cloud ceiling conditions (e.g. Visual Flight Rules (VFR), Instrument Flight Rules (IFR), Visual Meteorological Conditions (VMC), and Instrument Meteorological Conditions (IMC))
E5	CORE	Forecast jet stream positions and intensities
E5	CORE	Forecast long wave patterns
E5	CORE	Forecast movement and intensity changes in major short wave troughs and ridges
E5	CORE	Forecast movement and intensity changes in surface pressure systems and features
E5	CORE	Forecast oceanographic near shore conditions (e.g. littoral currents, speeds, and direction, temperatures, surf, etc.)
E5	CORE	Forecast precipitation types, intensities, and durations
E5	CORE	Forecast sea surface conditions (e.g. sea states, current direction and speed, ocean fronts and eddies, sea surface temperature, etc.)
E5	CORE	Forecast severe weather (e.g. tornados, thunderstorms, hail, etc.)
E5	CORE	Forecast sky conditions (e.g. cloud types, amounts, layer heights, etc.)
E5	CORE	Forecast sound propagation (e.g. sonic layer depth, sound channels, best depth, etc.)
E5	CORE	Forecast surface air temperatures (e.g. ambient air, dew point, heat stress, wind chill, etc.)
E5	CORE	Forecast synoptic-scale meteorological features and elements (e.g. pressure systems, frontal boundaries, cloud cover, precipitation, etc.)
E5	CORE	Forecast tropical cyclone development, movement, and intensity changes
E5	CORE	Forecast visibility obstructions (e.g. fog, rain, haze, smoke, etc.)
E5	CORE	Forecast wind conditions (e.g. direction, speed, character, shifts, etc.)
E5	CORE	Forecast wind shear and turbulence (e.g. types, intensities, levels, and locations)

CHARACTERIZATION AND ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze atmospheric refractive conditions
E4	CORE	Analyze hydrographic data
E5	NON-CORE	Analyze hydrographic features and elements on nautical/navigation charts
E5	NON-CORE	Analyze imageries for environmental Essential Elements of Information (EEI)
E5	NON-CORE	Analyze impacts of clutter density data to mission timelines
E5	NON-CORE	Analyze Meteorological and Oceanographic (METOC) features and elements on full motion videos
E5	CORE	Analyze meteorological features and elements on constant pressure charts
E5	CORE	Analyze meteorological features and elements on satellite imageries
E5	CORE	Analyze meteorological features and elements on surface weather charts
E5	CORE	Analyze meteorological features and elements on upper air data
E5	CORE	Analyze ocean bottom characteristics (e.g. topography, sediment, etc.)

E5	NON-CORE	Analyze oceanographic features and elements on satellite imageries
E4	CORE	Analyze open ocean wave conditions (e.g. average and significant wave heights, lengths, and periods)
E5	CORE	Analyze physical and biological properties of the ocean
E5	CORE	Analyze prognostic weather charts
E5	NON-CORE	Analyze riverine imageries
E4	CORE	Analyze sea surface conditions (e.g. current direction and speed, ocean fronts and eddies, and sea surface temperature)
E5	NON-CORE	Analyze sonar imageries (e.g. side-scan, multibeam and single beam)
E4	CORE	Analyze Sound Speed Profile (SSP) (e.g. sonic layer depth, sound channels, best depth, cut-off frequencies, etc.)
E5	CORE	Analyze thickness and height change charts
E5	NON-CORE	Analyze Unmanned Underwater Vehicle (UUV) data
E5	CORE	Analyze vorticity charts
E4	NON-CORE	Apply geospatial orientation on Meteorological and Oceanographic (METOC) products
E4	CORE	Brief basic Meteorological and Oceanographic (METOC) elements and features on climatological products and information
E5	NON-CORE	Brief graphical depictions of hydrographic properties of the ocean
E4	NON-CORE	Brief hydrographic features and elements on nautical/navigation charts
E4	CORE	Brief meteorological features and elements on surface weather charts
E4	NON-CORE	Compile physical and biological data (e.g. bottom types, bioluminescence, etc.)
E4	NON-CORE	Conduct briefs of physical and biological properties of the ocean (e.g. bottom types, bioluminescence, etc.)
E5	NON-CORE	Conduct change detection analysis briefs
E4	CORE	Conduct satellite derived oceanographic features and element briefs
E5	CORE	Develop tropical streamline analyses
E5	NON-CORE	Evaluate Magnetic Anomaly Detection (MAD) Operational Effectiveness (MOE) charts
E4	CORE	Evaluate ocean surface buoy data
E4	CORE	Evaluate ray trace diagrams
E5	CORE	Evaluate stability indices on upper air profiles
E5	CORE	Evaluate surf observations
E4	NON-CORE	Generate graphical depictions of hydrographic properties of the ocean
E5	CORE	Integrate bathythermographic data into oceanographic prediction products
E7	NON-CORE	Validate hydrographic features and elements on nautical/navigation charts

METEOROLOGICAL, OCEANOGRAPHIC, AND HYDROGRAPHIC DATA COLLECTION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Collect hydrographic data
E4	NON-CORE	Collect ocean bottom data using Unmanned Underwater Vehicles (UUV)
E4	NON-CORE	Collect satellite imagery using shipboard or shore-based satellite data terminal (e.g. SMQ-11 and FMQ-17)

E5	NON-CORE	Conduct launch and recovery of Unmanned Underwater Vehicles (UUV)
E4	NON-CORE	Perform small craft operations (e.g. Expeditionary Survey Vehicle (ESV), Combat Rubber Raiding Craft (CRRC), etc.)

METOC ADMINISTRATION, TRAINING, AND QUALITY CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Archive Meteorological and Oceanographic (METOC) data
E7	CORE	Compose Meteorological and Oceanographic (METOC) messages (e.g. Operational Task Report (OPTASK) Meteorological and Oceanographic (METOC), ANNEX H, Meteorological and Oceanographic (METOC) Letter of Instruction (LOI), etc.)
E6	CORE	Compose post-deployment Meteorological and Oceanographic (METOC) reports (e.g. lessons learned, operational impacts, equipment performance)
E6	NON-CORE	Compose tsunami reports
E5	CORE	Conduct Meteorological and Oceanographic (METOC) forecast and quality control checks
E5	NON-CORE	Develop Meteorological and Oceanographic (METOC) information for Daily Intentions Message System (DIMS)
E4	CORE	Disseminate Meteorological and Oceanographic (METOC) forecasts and products
E4	NON-CORE	Inspect Meteorological and Oceanographic (METOC) equipment
E5	NON-CORE	Issue emergency notification warnings
E4	CORE	Maintain Meteorological and Oceanographic (METOC) administrative files
E4	CORE	Maintain Meteorological and Oceanographic (METOC) publications and databases
E4	CORE	Maintain Tactical Decision Aid (TDA) sensor databases (e.g. Target Acquisition Weapons Software (TAWS), Advanced Refractive Effects Prediction System (AREPS), Personal Computer Interactive Multisensor Analysis Trainer (PCIMAT), etc.)
E4	CORE	Verify deployable Meteorological and Oceanographic (METOC) equipment readiness

SAFETY OF FLIGHT, NAVIGATION, AND INFRASTRUCTURE

Paygrade	Task Type	Task Statements
E4	CORE	Analyze radar data in support of flight operations (e.g. convective and nonconvective meteorological features significant to aircraft operations and safety, etc.)
E4	CORE	Assess aviation operations Meteorological and Oceanographic (METOC) support requirements
E5	CORE	Assess maritime operations Meteorological and Oceanographic (METOC) support requirements
E5	CORE	Assess operational risks due to hazardous environmental conditions
E5	CORE	Compose Meteorological and Oceanographic (METOC) advisories, watches, and warnings
E6	CORE	Compose tropical cyclone Conditions of Readiness (COR) recommendations and messages

E5	CORE	Conduct aviation operations forecast and recommendation briefs (e.g. Tactical Recovery of Aircraft and Personnel (TRAP), parachute operations, in-flight refueling, etc.)
E4	CORE	Conduct flight weather conditions and recommendations briefs
E4	CORE	Conduct sea ice conditions and forecasts briefs
E4	CORE	Conduct Terminal Aerodrome Forecast (TAF) briefs
E5	CORE	Develop afloat cyclic operations forecasts and products
E5	CORE	Develop aviation operations forecasts and recommendations (e.g. Tactical Recovery of Aircraft and Personnel (TRAP), parachute operations, in-flight refueling, etc.)
E5	CORE	Develop en route Routine Weather (WEAX) forecasts and recommendations (e.g. task force, task group, submarine, ice, graphical, etc.)
E4	CORE	Develop Horizontal Weather Depictions (HWD) (e.g., cloud cover, freezing level, fronts and pressure centers, significant weather, hazards to flight)
E5	NON-CORE	Develop International Submarine Escape and Rescue Liaison Office (ISMERLO) forecasts and recommendations
E5	CORE	Develop local area forecasts and products
E5	CORE	Develop Terminal Aerodrome Forecasts (TAF)
E5	CORE	Evaluate forecasted environmental conditions in the event of an aircraft mishap
E5	CORE	Forecast flight weather take-off, en route, and terminal conditions and recommendations
E5	CORE	Forecast ice accretion conditions at-sea
E6	CORE	Provide mitigation strategies to avoid hazardous environmental conditions
E5	CORE	Update flight weather forecasts and products

TACTICAL/OPERATIONAL ASSESSMENTS AND RECOMMENDATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Advise Chain of Command (COC) of environmental conditions impacting operations
E5	NON-CORE	Analyze Meteorological and Oceanographic (METOC) impacts on Unmanned Underwater Vehicles (UUV)
E5	CORE	Assess astronomical data (e.g. solar, lunar and tidal)
E5	CORE	Brief at-sea operations forecasts, impacts, and recommendations (e.g. Underway Replenishment, Vertical Replenishment, and Visit Board, Search and Seizure, etc.)
E5	NON-CORE	Brief ballistic wind forecasts and recommendations
E6	NON-CORE	Brief chaff dispersion forecasts and recommendations
E5	CORE	Brief Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) forecasts and recommendations
E5	CORE	Brief communications forecasts, impacts, and recommendations
E4	CORE	Brief current local weather conditions, advisories, and warnings
E5	CORE	Brief forecasted atmospheric refractive conditions
E5	CORE	Brief oceanographic acoustic prediction assessments and recommendations
E5	CORE	Calculate evasion and detection depths

E5	NON-CORE	Conduct briefs of Non-combative Evacuation Operation (NEO) forecasts and recommendations
E5	CORE	Conduct forecasted Meteorological and Oceanographic (METOC) conditions briefs in support of warfare operations (e.g. Undersea Warfare (USW), Mine Warfare (MIW), Strike Warfare (STW), Intelligence, Surveillance, and Reconnaissance (ISR), etc.)
E4	NON-CORE	Conduct Meteorological and Oceanographic (METOC) training
E5	CORE	Conduct Operating Area (OPAREA) forecasts, impacts, and recommendations briefs (e.g. port operations, gas and oil platform, inner harbor, etc.)
E5	NON-CORE	Conduct riverine imagery briefs
E5	CORE	Conduct Search and Rescue (SAR) forecasts and recommendations briefs
E5	CORE	Conduct surf forecasts and recommendations briefs
E5	CORE	Conduct target area forecasts and recommendations briefs
E4	CORE	Create oceanographic acoustic prediction products (e.g. three-dimensional graphics, animations, audio, and tactical visualizations)
E5	CORE	Develop amphibious warfare operations forecasts and recommendations
E5	CORE	Develop at-sea operations forecasts, impacts, and recommendations (e.g. Underway Replenishment, Vertical Replenishment, and Visit Board, Search and Seizure)
E5	CORE	Develop aviation strike operations forecasts and recommendations
E5	NON-CORE	Develop ballistic wind forecasts and recommendations
E5	NON-CORE	Develop chaff dispersion forecasts and recommendations
E5	CORE	Develop Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) forecasts and recommendations
E5	CORE	Develop communications forecasts, impacts, and recommendations
E4	CORE	Develop electromagnetic wave propagation predictions
E5	CORE	Develop expeditionary forecasts and recommendations
E5	NON-CORE	Develop Extended Echo Ranging (EER) forecasts and recommendations
E5	NON-CORE	Develop ground operating area forecasts and recommendations (e.g. civil affairs, direct action mission, ground operations, etc.)
E4	NON-CORE	Develop hydrographic mission planning briefs
E6	NON-CORE	Develop hydrographic mission planning recommendations
E5	NON-CORE	Develop Intelligence, Surveillance, and Reconnaissance (ISR) forecasts and recommendations
E5	CORE	Develop Meteorological and Oceanographic (METOC) pre-deployment briefs
E5	NON-CORE	Develop Mine Warfare (MIW) forecasts, summaries, and recommendations (e.g. plans, bottom characteristics, etc.)
E4	NON-CORE	Develop mosaic mapped imageries
E5	NON-CORE	Develop Non-combative Evacuation Operation (NEO) forecasts and recommendations
E5	CORE	Develop Operating Area (OPAREA) forecasts, impacts and recommendations (e.g. port operations, gas and oil platform, inner harbor, etc.)

E5	NON-CORE	Develop riverine forecasts and recommendations
E5	CORE	Develop Search and Rescue (SAR) forecasts and recommendations
E5	NON-CORE	Develop special operations forecasts and recommendations (e.g. psychological, swimmer, strategic and tactical reconnaissance)
E5	NON-CORE	Develop Special Warfare (SPECWAR) mission forecasts and recommendations (e.g. SEAL Delivery Vehicle (SDV), Special Boat Team (SBT), Technical Surveillance and Reconnaissance (TSR))
E5	CORE	Develop surf forecasts and recommendations
E5	CORE	Develop Tactical Atmospheric Summaries (TAS)
E5	CORE	Develop Tactical Oceanographic Summaries (TOS)
E5	CORE	Develop tactical recommendations based on Tactical Decision Aid (TDA) output (e.g. Target Acquisition Weapons Software (TAWS), Advanced Refractive Effects Prediction System (AREPS), etc.)
E5	CORE	Develop target area forecasts and recommendations
E5	CORE	Develop Undersea Warfare (USW) forecasts and recommendations
E5	NON-CORE	Develop Unmanned Aerial Vehicle (UAV) forecasts and recommendations
E5	NON-CORE	Develop Unmanned Underwater Vehicle (UUV) forecasts and recommendations
E6	CORE	Establish Meteorological and Oceanographic (METOC) support requirements for warfare operations (e.g. Mine Warfare (MIW), Anti-Submarine Warfare (ASW), StrikeWarfare (STW), etc.)
E5	CORE	Evaluate impact of upwelling on operations
E5	CORE	Evaluate upper air profiles for meteorological impacts (e.g. freezing level, icing, inversions, turbulence, etc.)
E6	CORE	Exploit physical and biological properties of the ocean
E5	CORE	Forecast acoustic parameters and ranges (e.g. passive and active ranges, ambient noise, cutoff frequencies, etc.)
E5	CORE	Forecast atmospheric effects on electro-optic sensors and weapons
E6	CORE	Provide Meteorological and Oceanographic (METOC) impact recommendations for warfare mission plans
E5	NON-CORE	Validate acoustic and non-acoustic contacts

Job Title **Job Code**

Master Meteorological and Oceanographic (METOC) Forecaster 001640

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Life, Physical, and Social Science	TBD	MASTER METOC FORECASTER	MSTRMETOCFORC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AG	NEC 7412

Job Description

Master Meteorological and Oceanographic (METOC) Forecasters apply a significant range of fundamental scientific principles and complex techniques across a wide and often unpredictable variety of contexts; demonstrate substantial personal autonomy and responsibility in the generation of METOC products and operational recommendations; establish METOC support requirements to provide the most relevant products for operational and mission success; evaluate numerical model performance to quantify the accuracy and reliability of future performance in high risk operating areas; analyze hydrographic features and elements on nautical/navigation charts and the physical and biological properties of the oceans and forecast METOC conditions on Synoptic, Meso, and Micro scales in complex environments; validate side-scan, multi-beam, and single-beam sonar imageries; develop tactical recommendations based on forecasted atmospheric refractive conditions and acoustic properties of the ocean generated by tactical decision aid output; coordinate continuity of support with other METOC activities; integrate impacts of the physical environment into warfighter mission plans; manage METOC quality control and environmental impact metrics programs; ensure operational success through effective leadership of personnel, training, re-training and management of METOC assets; comply with international and governmental regulations, local procedures, and established priorities; and develop solutions to meet METOC equipment acquisition and training programs

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Weather, General	142000	Atmospheric and Space Scientists	19-2021.00	Life, Physical, and Social Science

Skills	Abilities
Science	*Oral Expression*
Critical Thinking	*Deductive Reasoning*
Complex Problem Solving	*Information Ordering*
Coordination	*Inductive Reasoning*
Speaking	*Written Expression*
Management of Material Resources	*Speech Clarity*
Systems Evaluation	*Problem Sensitivity*
Quality Control Analysis	*Oral Comprehension*
Management of Personnel Resources	*Perceptual Speed*
Judgment and Decision Making	*Speed of Closure*

ASSIMILATION, APPLICATION, AND PREDICTION

Paygrade	Task Type	Task Statements
E4	CORE	Conduct briefs of satellite derived meteorological features and elements
E7	CORE	Evaluate advanced physics-based effects (e.g. dynamics, kinematics, thermodynamics, etc.)
E5	CORE	Evaluate numerical model performance
E5	CORE	Forecast electromagnetic wave propagation
E5	CORE	Forecast severe weather (e.g. tornados, thunderstorms, hail, etc.)
E5	CORE	Forecast tropical cyclone development, movement, and intensity changes
E7	CORE	Quantify operational risks utilizing stochastic model output
E7	CORE	Synthesize performance trends of multiple numerical models
E6	CORE	Validate severe weather advisories, watches and warnings (e.g. tornadoes, thunderstorms and hail)

CHARACTERIZATION AND ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze atmospheric refractive conditions
E5	CORE	Analyze meteorological features and elements on constant pressure charts
E5	NON-CORE	Analyze oceanographic features and elements on satellite imageries
E4	CORE	Brief basic Meteorological and Oceanographic (METOC) elements and features on climatological products and information
E5	NON-CORE	Brief graphical depictions of hydrographic properties of the ocean
E4	NON-CORE	Brief hydrographic features and elements on nautical/navigation charts
E4	CORE	Brief meteorological features and elements on surface weather charts
E7	CORE	Conduct advanced remote sensing analyses
E4	CORE	Conduct satellite derived oceanographic features and element briefs
E6	CORE	Enhance meteorological features and elements in multi-channel satellite derived imageries
E7	CORE	Evaluate stochastic model outputs
E4	NON-CORE	Generate graphical depictions of hydrographic properties of the ocean
E7	NON-CORE	Validate change detection analysis results
E7	NON-CORE	Validate hydrographic features and elements on nautical/navigation charts
E7	NON-CORE	Validate multibeam sonar imageries
E7	NON-CORE	Validate side-scan sonar imageries
E7	NON-CORE	Validate single beam sonar imageries

METEOROLOGICAL, OCEANOGRAPHIC, AND HYDROGRAPHIC DATA COLLECTION

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate with mission planners and oceanographers to develop Water Sampling Plan (WSP)

METOC ADMINISTRATION, TRAINING, AND QUALITY CONTROL

Paygrade	Task Type	Task Statements
E7	NON-CORE	Advise command leadership on status of manpower and infrastructure requirements
E7	NON-CORE	Arrange travel and logistics for deployable Meteorological and Oceanographic (METOC) teams
E7	CORE	Compose Meteorological and Oceanographic (METOC) situation reports
E6	CORE	Compose post-deployment Meteorological and Oceanographic (METOC) reports (e.g. lessons learned, operational impacts, equipment performance)
E6	NON-CORE	Compose tsunami reports
E7	NON-CORE	Coordinate required support with oceanography subject matter experts (e.g. acoustics, bathymetry and hydrography)
E4	CORE	Disseminate Meteorological and Oceanographic (METOC) forecasts and products
E7	CORE	Establish Meteorological and Oceanographic (METOC) support requirements for allied and coalition forces
E7	CORE	Evaluate ship's surface weather observation programs

E4	NON-CORE	Inspect Meteorological and Oceanographic (METOC) equipment
E4	CORE	Maintain Tactical Decision Aid (TDA) sensor databases (e.g. Target Acquisition Weapons Software (TAWS), Advanced Refractive Effects Prediction System (AREPS), Personal Computer Interactive Multisensor Analysis Trainer (PCIMAT), etc.)
E7	CORE	Manage Continuity of Operations Plans (COOP) and post-disaster contingency plans
E7	CORE	Manage deployable Meteorological and Oceanographic (METOC) team operational plans, schedules, and logistics
E7	CORE	Manage Meteorological and Oceanographic (METOC) certification and assessment programs
E7	CORE	Manage Meteorological and Oceanographic (METOC) equipment maintenance (e.g. Naval Integrated Tactical Environmental Suite (NITES), Unmanned Underwater Vehicle (UUV), Expeditionary Survey Vehicle (ESV), etc.)
E7	NON-CORE	Manage Meteorological and Oceanographic (METOC) quality control programs
E7	CORE	Manage Meteorological and Oceanographic (METOC) training and qualification programs
E7	CORE	Validate Meteorological and Oceanographic (METOC) forecast and product accuracy
E4	CORE	Verify deployable Meteorological and Oceanographic (METOC) equipment readiness

SAFETY OF FLIGHT, NAVIGATION, AND INFRASTRUCTURE

Paygrade	Task Type	Task Statements
E6	CORE	Analyze radar data in support of resource protection (e.g. severe weather potential, precipitation type and intensity, storm tracking surveillance, etc.)
E5	CORE	Assess operational risks due to hazardous environmental conditions
E7	CORE	Assign level of risk associated with severe weather
E6	CORE	Compose tropical cyclone Conditions of Readiness (COR) recommendations and messages
E7	CORE	Conduct tropical cyclone aircraft sortie recommendations briefs
E7	CORE	Conduct tropical cyclone ship evasion and sortie recommendations briefs
E7	NON-CORE	Coordinate International Submarine Escape and Rescue Liaison Office (ISMERLO) support requirements
E5	NON-CORE	Develop International Submarine Escape and Rescue Liaison Office (ISMERLO) forecasts and recommendations
E7	CORE	Develop Optimum Track Ship Routing (OTSR) surveillance advisories and recommendations
E7	CORE	Develop tropical cyclone aircraft sortie recommendations
E7	CORE	Develop tropical cyclone ship evasion and sortie recommendations
E7	CORE	Maintain continuity of support with other Meteorology and Oceanography (METOC) activities
E7	CORE	Manage aviation safety Meteorological and Oceanographic (METOC) support requirements

E7	CORE	Manage maritime safety Meteorological and Oceanographic (METOC) support requirements
E7	NON-CORE	Manage mishap (aircraft, ship, infrastructure, personnel) environmental conditions reconstruction
E6	CORE	Provide mitigation strategies to avoid hazardous environmental conditions

TACTICAL/OPERATIONAL ASSESSMENTS AND RECOMMENDATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Advise Chain of Command (COC) of environmental conditions impacting operations
E7	CORE	Analyze Meteorological and Oceanographic (METOC) environmental data requests
E5	CORE	Assess astronomical data (e.g. solar, lunar and tidal)
E7	CORE	Assess environmental impacts to the Electro-Magnetic Spectrum (EMS)
E4	CORE	Brief current local weather conditions, advisories, and warnings
E7	NON-CORE	Brief impacts of clutter density data to mission timelines
E5	CORE	Calculate evasion and detection depths
E5	NON-CORE	Conduct briefs of Non-combative Evacuation Operation (NEO) forecasts and recommendations
E6	CORE	Conduct Meteorological and Oceanographic (METOC) support capabilities briefs
E4	NON-CORE	Conduct Meteorological and Oceanographic (METOC) training
E5	CORE	Conduct surf forecasts and recommendations briefs
E6	CORE	Conduct tactical Meteorological and Oceanographic (METOC) recommendations briefs in support of warfare operations (e.g. Undersea Warfare (USW), Mine Warfare (MIW), Strike Warfare (STW), Intelligence, Surveillance, and Reconnaissance (ISR), etc.)
E5	CORE	Conduct target area forecasts and recommendations briefs
E6	NON-CORE	Develop hydrographic mission planning recommendations
E5	NON-CORE	Develop Non-combative Evacuation Operation (NEO) forecasts and recommendations
E5	CORE	Develop surf forecasts and recommendations
E7	CORE	Develop tactical oceanographic acoustic prediction assessments and recommendations
E5	CORE	Develop tactical recommendations based on Tactical Decision Aid (TDA) output (e.g. Target Acquisition Weapons Software (TAWS), Advanced Refractive Effects Prediction System (AREPS), etc.)
E5	CORE	Develop target area forecasts and recommendations
E6	CORE	Establish Meteorological and Oceanographic (METOC) support requirements for warfare operations (e.g. Mine Warfare (MIW), Anti-Submarine Warfare (ASW), Strike Warfare (STW), etc.)
E5	CORE	Evaluate impact of upwelling on operations
E7	CORE	Exploit bathythermographic data
E7	CORE	Exploit climatological data for long-range mission planning

E7	CORE	Exploit meteorological features and elements on upper air data
E6	CORE	Exploit physical and biological properties of the ocean
E7	CORE	Formulate Meteorological and Oceanographic (METOC) operational risk management outcomes and recommendations (e.g. offensive and defensive).
E7	CORE	Liaise with Defense Threat Reduction Agency (DTRA) to support Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) events
E6	CORE	Provide Meteorological and Oceanographic (METOC) impact recommendations for warfare mission plans
E7	CORE	Provide recommendations for sensor and weapon employment and laydown

CHAPTER 6

SPECIAL WARFARE OPERATOR (SO)

NAVPERS 18068-6B
CH-66

Updated: April 2016

TABLE OF CONTENTS
SPECIAL WARFARE OPERATOR (SO)

SCOPE OF RATING	SO-3
GENERAL INFORMATION	SO-4
SEA AIR AND LAND (SEAL)	SO-5
AIR INSERTION AND EXTRACTION OPERATIONS	SO-5
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) OPERATIONS	SO-6
DEMOLITION OPERATIONS	SO-6
DISMOUNTED OPERATIONS	SO-6
DIVING OPERATIONS	SO-7
INTELLIGENCE OPERATIONS	SO-7
JOINT AND COMBINED OPERATIONS	SO-7
MOUNTED OPERATIONS	SO-8
NAVAL SPECIAL WARFARE (NSW) ADMINISTRATION, RESEARCH, AND DEVELOPMENT	SO-8
NAVAL SPECIAL WARFARE (NSW) COMMUNICATIONS OPERATIONS	SO-9
NAVAL SPECIAL WARFARE (NSW) FORCED ENTRY OPERATIONS	SO-9
NAVAL SPECIAL WARFARE (NSW) HIGH RISK TRAINING PROGRAM OPERATIONS AND MANAGEMENT	SO-10
NAVAL SPECIAL WARFARE (NSW) OPERATIONS	SO-10
NAVAL SPECIAL WARFARE (NSW) PHYSICAL CONDITIONING	SO-10
SMALL BOAT OPERATIONS	SO-11
TACTICAL MEDICINE	SO-11
TACTICAL SUPPORT EQUIPMENT OPERATIONS	SO-11
UNDERSEA MOBILITY OPERATIONS	SO-12
WEAPONS OPERATIONS	SO-12

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

SPECIAL WARFARE OPERATOR (SO)

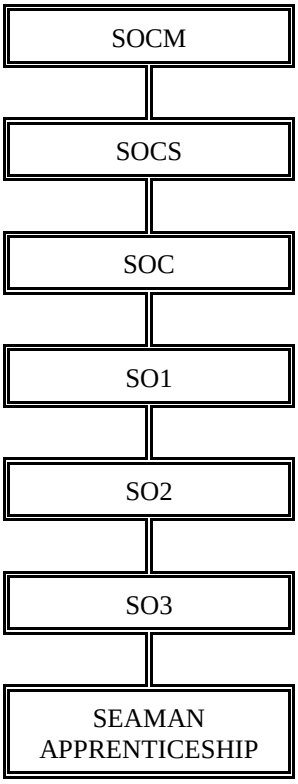
SCOPE OF RATING

Special Warfare Operators (SO) perform maritime and land-based Special Operations in urban, desert, jungle, artic, undersea, and mountain environments. Duties include combat diving, paradrop operations, small boat operations, tactical ground mobility, small arms and crew-served weapons, fast roping, rappelling, explosives, communications, trauma care, intelligence gathering and interpretation, and Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) defense measures, and counter proliferation.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 6.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN articles 1220-100, 1220-231, and 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Sea Air and Land (SEAL) 001720

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	SEA AIR AND LAND (SEAL)	SEAL

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	SO	NECs 5320, 5323, 5326, 5392

Job Description

Sea Air and Land (SEALs) perform a multitude of duties in support of special operations missions and operate on, under, and from the sea, in the air and on land; and require skills in combat diving, paradrop and air operations, small boat operations, submarine and submersible operations, land warfare, small unit tactics, mounted and dismounted operations, small arms and crew served weapons, explosives, communications, tactical medicine, mission planning, intelligence gathering and interpretation, joint and combined operations, Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) defense measures, and counter proliferation in all environments including at sea, urban, desert, jungle, arctic, and mountain warfare.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Special Forces	101100	Special Forces	55-3018.00	Military Specific

Skills	Abilities
Critical Thinking	*Memorization*
Judgment and Decision Making	*Problem Sensitivity*
Operation and Control	*Deductive Reasoning*
Equipment Selection	*Inductive Reasoning*
Equipment Maintenance	*Originality*
Operation Monitoring	*Oral Expression*
Coordination	*Written Expression*
Monitoring	*Written Comprehension*
Repairing	*Gross Body Coordination*
Troubleshooting	*Information Ordering*

AIR INSERTION AND EXTRACTION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assist cargo and equipment preparations
E4	CORE	Conduct aircraft insertion and extraction operations
E4	CORE	Conduct cast/recovery of personnel and maritime equipment
E4	CORE	Conduct fast rope
E4	CORE	Conduct Helicopter Rope Suspension Training (HRST)
E4	CORE	Conduct High Altitude High Opening (HAHO) military free falls
E4	CORE	Conduct High Altitude Low Opening (HALO) military free-falls
E4	CORE	Conduct rappelling operations
E4	CORE	Conduct Special Conduct Insertion Extractions (SPIE)
E4	CORE	Conduct static-line parachuting
E4	CORE	Maintain air operations equipment
E4	CORE	Pack parachutes
E4	CORE	Perform aircraft cast and recovery operations
E4	NON-CORE	Perform parachute rigger operations
E4	NON-CORE	Perform Sea, Air, Land (SEAL) Delivery Vehicle (SDV) tactician procedures

E5	CORE	Supervise aircraft cast and recovery operations
E5	NON-CORE	Supervise aircraft insertion and extraction operations
E5	NON-CORE	Supervise cargo and equipment insertion operations
E5	NON-CORE	Supervise casts/recoveries of personnel and maritime equipment
E6	NON-CORE	Supervise drop zone operations
E5	NON-CORE	Supervise fast rope operations
E6	NON-CORE	Supervise free-fall parachute operations
E5	NON-CORE	Supervise Helicopter Rope Suspension Training (HRST) operations
E5	NON-CORE	Supervise rappelling operations
E5	NON-CORE	Supervise Special Purpose Insertion Extraction (SPIE) operations
E5	NON-CORE	Supervise static line parachute operations

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer treatment for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) injuries
E4	CORE	Decontaminate Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) affected personnel and equipment
E4	CORE	Deliver protective measures for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E4	CORE	Maintain Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) equipment
E5	CORE	Supervise Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) affected personnel and equipment decontamination actions

DEMOLITION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate standard explosive charges Minimum Safe Distances (MSD)
E4	CORE	Construct standard explosive charges
E4	CORE	Handle improvised explosives
E4	CORE	Handle Naval Special Warfare (NSW) pyrotechnics
E4	CORE	Handle standard explosives
E5	NON-CORE	Supervise demolition operations
E5	NON-CORE	Supervise demolition range operations
E4	CORE	Transport ordnance

DISMOUNTED OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Clear obstacles and hazards
E4	CORE	Conduct dismounted movements
E4	CORE	Conduct human transport/evacuation of casualty operations
E5	NON-CORE	Employ multi-purpose canine
E4	CORE	Maintain personal tactical equipment

E7	NON-CORE	Manage multipurpose canine
E6	CORE	Plan rural dismounted movements
E4	CORE	Plan urban dismounted movements
E6	NON-CORE	Supervise multi-purpose canine

DIVING OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain diving equipment
E4	CORE	Perform closed circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dives (e.g. search, insertion, extraction, demolition, etc.)
E4	NON-CORE	Perform mixed gas Self-Contained Underwater Breathing Apparatus (SCUBA) dives (e.g. search, insertion, extraction, demolition, etc.)
E4	CORE	Perform open circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dives (e.g. search, insertion, extraction, demolition, etc.)
E4	CORE	Plan close circuit dives
E4	CORE	Plan open circuit dives
E5	NON-CORE	Supervise closed circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dives (e.g. search, insertion, extraction, demolition, etc.)
E5	NON-CORE	Supervise mixed gas Self-Contained Underwater Breathing Apparatus (SCUBA) dives (e.g. search, insertion, extraction, demolition, etc.)
E5	NON-CORE	Supervise open circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dives (e.g. search, insertion, extraction, demolition, etc.)

INTELLIGENCE OPERATIONS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Conduct all source intelligence analysis/targeting
E4	CORE	Create intelligence reports
E6	NON-CORE	Direct intelligence collections
E4	CORE	Perform intelligence collections
E4	CORE	Report intelligence information
E6	CORE	Supervise intelligence collections

JOINT AND COMBINED OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Integrate with joint and multinational Special Operations Forces (SOF)/conventional forces
E6	CORE	Liaison with international agencies
E4	NON-CORE	Maintain language proficiency
E7	CORE	Plan joint and combined operations
E4	CORE	Provide agency/organization integration recommendations (e.g. Non Governmental Organizations (NGO), Other Governmental Agencies (OGA), etc.)

MOUNTED OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct mounted movements
E4	CORE	Employ vehicle platforms (e.g. standard, nonstandard, etc.)
E6	CORE	Evaluate nonstandard mobility platforms
E4	NON-CORE	Maintain communication systems
E4	CORE	Maintain mounted equipment
E4	CORE	Maintain vehicle platforms
E4	CORE	Maintain weapons systems
E6	CORE	Plan mounted movements
E4	CORE	Recover vehicles
E6	CORE	Test nonstandard mobility platforms

NAVAL SPECIAL WARFARE (NSW) ADMINISTRATION, RESEARCH, AND DEVELOPMENT

Paygrade	Task Type	Task Statements
E7	CORE	Assess tactical operations for strategic effect
E6	CORE	Develop Naval Special Warfare (NSW) Tactics, Techniques, and Procedures (TTP)
E5	CORE	Develop special operations curriculum
E5	CORE	Integrate new technologies and equipment
E6	CORE	Maintain Naval Special Warfare (NSW) administrative records
E6	CORE	Maintain operational qualification records (e.g. jump, dive, demolition, etc.)
E4	CORE	Maintain operational qualifications (e.g. jump, dive, demolition, etc.)
E6	CORE	Manage intelligence programs
E6	CORE	Manage security programs
E5	CORE	Manage sensitive equipment inventories (e.g. Arms, Ammunition, and Explosives (AA&E), communications, intelligence, etc.)
E5	CORE	Manage sensitive equipment stowage and transportation (e.g. Arms, Ammunition, and Explosives (AA&E), communications, intelligence, etc.)
E5	CORE	Manage special operations acquisitions
E5	CORE	Manage special operations budget
E7	CORE	Manage special operations Operating Target (OPTAR)/Temporary Additional Duty Travel Target (TADTR) budgets
E5	CORE	Perform departmental duties (e.g. Arms, Ammunition, and Explosives (AA&E), communications, intelligence, etc.)
E5	CORE	Prepare information briefs
E5	CORE	Provide special warfare resource requirement recommendations
E6	CORE	Research new technologies and equipment
E6	CORE	Update Naval Special Warfare (NSW) Tactics, Techniques, and Procedures (TTP)
E6	CORE	Validate Naval Special Warfare (NSW) Tactics, Techniques, and Procedures (TTP)

NAVAL SPECIAL WARFARE (NSW) COMMUNICATIONS OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Coordinate aircraft support deconfliction
E5	NON-CORE	Destroy crypto
E5	NON-CORE	Develop communication plans
E4	CORE	Employ High Frequency (HF) communication systems
E4	CORE	Employ Information Technology (IT) communication systems
E4	CORE	Employ Satellite Communication (SATCOM) systems
E4	CORE	Employ Ultra High Frequency (UHF) and Very High Frequency (VHF) communication systems
E4	NON-CORE	Maintain crypto/devices
E4	NON-CORE	Maintain High Frequency (HF) communication systems
E4	CORE	Maintain Information Technology (IT) communication systems
E4	CORE	Maintain Satellite Communication (SATCOM) systems
E4	CORE	Maintain Ultra High Frequency (UHF) and Very High Frequency (VHF) communication systems
E5	NON-CORE	Manage crypto/devices
E5	CORE	Manage Naval Special Warfare (NSW) communication systems
E5	NON-CORE	Plan concept of fires
E5	NON-CORE	Receive crypto via Over the Air Key Transfer (OTAT)/Over-The-Air Rekey (OTAR)

NAVAL SPECIAL WARFARE (NSW) FORCED ENTRY OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct forced entry operations (e.g. explosive, mechanical, etc.)
E5	NON-CORE	Develop forced entry Tactics, Techniques, and Procedures (TTP)
E4	CORE	Employ ballistic breaching systems
E4	CORE	Employ exothermic breaching systems
E4	CORE	Employ explosive breaching systems
E4	CORE	Employ manual breaching systems
E4	CORE	Employ mechanical breaching systems
E5	NON-CORE	Integrate new forced entry Techniques, Tactics and Procedures (TTP)
E4	CORE	Maintain ballistic breaching systems
E4	CORE	Maintain exothermic breaching systems
E4	CORE	Maintain explosive breaching systems
E4	CORE	Maintain manual breaching systems
E4	CORE	Maintain mechanical breaching systems
E5	CORE	Manage Naval Special Warfare (NSW) forced entry systems
E6	CORE	Plan forced entry operations
E4	CORE	Prepare explosive breaching systems
E5	NON-CORE	Research new forced entry Techniques, Tactics and Procedures (TTP)
E5	CORE	Supervise forced entry operations

NAVAL SPECIAL WARFARE (NSW) HIGH RISK TRAINING PROGRAM OPERATIONS AND MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Evaluate drills and exercises
E5	CORE	Implement high risk training plans
E6	CORE	Manage drills and exercises (e.g. range, dive, jump operation, etc.)
E5	CORE	Plan high risk training
E5	CORE	Plan Naval Special Warfare (NSW) drills and exercises

NAVAL SPECIAL WARFARE (NSW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Direct Action (DA) operations (e.g. combat enemy forces, degrade enemy infrastructure, etc.)
E4	CORE	Conduct Foreign Internal Defense (FID) operations (e.g. train Tactics, Techniques and Procedures (TTP), build partner capacity, etc.)
E4	CORE	Conduct Information Operations (IO)
E4	CORE	Conduct ladder climb ship-boarding infiltration and exfiltration operations
E4	CORE	Conduct maritime operations (e.g. Visit, Board, Search, and Seizure (VBSS), Gas & Oil Platform (GOPLAT), combat swimmer, etc.)
E4	CORE	Conduct Sea, Air, and Land (SEAL) briefs
E4	CORE	Conduct Special Reconnaissance (SR) operations
E4	CORE	Conduct Unconventional Warfare (UW) operations
E5	CORE	Develop special operations and high risk training and evolution safety briefs
E5	CORE	Develop special operations mission planning briefs
E6	CORE	Manage Direct Action (DA) operations
E6	CORE	Manage dismounted movements
E6	CORE	Manage Foreign Internal Defense (FID) operations
E6	CORE	Manage Information Operations (IO)
E6	CORE	Manage joint and combined operations
E6	CORE	Manage mounted movements
E6	CORE	Manage range operations
E6	CORE	Manage Special Reconnaissance (SR) operations
E6	CORE	Manage Unconventional Warfare (UW) operations
E6	CORE	Plan Naval Special Warfare (NSW) operations

NAVAL SPECIAL WARFARE (NSW) PHYSICAL CONDITIONING

Paygrade	Task Type	Task Statements
E4	CORE	Conduct combat simulation training
E4	CORE	Conduct endurance training
E4	CORE	Conduct nutrition training
E4	CORE	Conduct physical therapy/rehabilitation training
E4	CORE	Conduct strength training
E6	CORE	Manage Naval Special Warfare (NSW) physical conditioning training

E4	CORE	Plan Naval Special Warfare (NSW) physical conditioning training
E5	CORE	Supervise Naval Special Warfare (NSW) physical conditioning

SMALL BOAT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conceal small boats
E4	CORE	Conduct human transport of inflatable boats and outboard motor operations
E4	CORE	Employ small boat support equipment
E4	CORE	Employ small boats
E4	CORE	Launch small boats
E4	CORE	Maintain engineering systems
E4	CORE	Maintain navigational systems
E4	CORE	Maintain small boat support equipment
E4	CORE	Maintain small boats
E4	CORE	Recover man overboard
E4	CORE	Recover small boats
E5	CORE	Supervise small boat operations
E4	CORE	Update special operation charts
E4	CORE	Validate special operation charts

TACTICAL MEDICINE

Paygrade	Task Type	Task Statements
E4	CORE	Administer advanced first aid
E4	NON-CORE	Administer advanced life support
E4	CORE	Administer basic life support
E4	NON-CORE	Maintain records (e.g. medical, fitness, etc.)
E5	NON-CORE	Manage mass casualty treatments
E4	CORE	Perform Casualty Evacuation (CASEVAC)/Medical evacuation (MEDEVAC) procedures
E4	CORE	Perform field health and hygiene techniques
E4	CORE	Perform Tactical Combat Casualty Care (TCCC)
E4	NON-CORE	Supervise mass casualty treatments
E4	NON-CORE	Supervise sick call

TACTICAL SUPPORT EQUIPMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Employ Electronic Counter Measure (ECM) systems
E4	CORE	Employ navigation equipment
E4	CORE	Employ photographic and video equipment
E5	NON-CORE	Employ Unmanned Aircraft System (UAS)
E4	CORE	Employ Visual Augmentation System (VAS) equipment
E4	CORE	Maintain tactical support equipment
E5	NON-CORE	Maintain Unmanned Aircraft System (UAS)

UNDERSEA MOBILITY OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Conduct diver launches/recoveries
E4	CORE	Conduct dry deck shelter mass swimmer lock outs/ins
E4	NON-CORE	Conduct Sea, Air, Land (SEAL) Delivery Vehicle (SDV) Launch and Retrieval System (LRS) operations
E4	NON-CORE	Conduct Sea, Air, Land (SEAL) Delivery Vehicle (SDV) towing operations
E4	NON-CORE	Configure Sea, Air, Land (SEAL) Delivery Vehicle (SDV) load plans
E5	NON-CORE	Develop Sea, Air, Land (SEAL) Delivery Vehicle (SDV) load plans
E6	NON-CORE	Manage Dry Deck Shelter (DDS) operations
E6	NON-CORE	Manage Seal Air Land (SEAL) Delivery Vehicle (SDV) operations
E6	NON-CORE	Navigate Sea, Air, Land (SEAL) Delivery Vehicle (SDV)
E4	NON-CORE	Pilot Sea, Air, Land (SEAL) Delivery Vehicle (SDV)
E6	NON-CORE	Supervise Sea, Air, Land (SEAL) Delivery Vehicle (SDV) dives
E6	NON-CORE	Supervise Sea, Air, Land (SEAL) Delivery Vehicle (SDV) Launch and Retrieval System (LRS) operations
E6	NON-CORE	Supervise Sea, Air, Land (SEAL) Delivery Vehicle (SDV) load plans
E6	NON-CORE	Supervise Sea, Air, Land (SEAL) Delivery Vehicle (SDV) towing operations

WEAPONS OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct weapons qualifications (e.g. small arms, crew served, etc.)
E5	CORE	Conduct weapons training (e.g. small arms, crew served, etc.)
E4	CORE	Employ crew served weapons
E4	CORE	Employ hand grenades
E4	CORE	Employ indirect fire weapons
E4	CORE	Employ small arms
E4	CORE	Employ standoff weapons systems
E4	CORE	Maintain crew served weapons
E4	CORE	Maintain crew served weapons mounts and stands
E4	CORE	Maintain indirect fire weapons
E4	CORE	Maintain small arms
E4	CORE	Maintain standoff weapons systems
E4	CORE	Perform advanced small arms techniques
E5	CORE	Supervise employment of small arms and crew served weapons
E5	NON-CORE	Supervise indirect fire weapons
E5	NON-CORE	Supervise laser ranges
E5	NON-CORE	Supervise shoot houses
E5	NON-CORE	Supervise small arms and crew served weapons ranges
E5	NON-CORE	Supervise standoff weapons system operations

CHAPTER 7

AVIATION STRUCTURAL MECHANIC (AM)

NAVPERS 18068-7H
CH-68

Updated: October 2016

TABLE OF CONTENTS
AVIATION STRUCTURAL MECHANIC (AM)

SCOPE OF RATING	**AM-3**
GENERAL INFORMATION	**AM-4**
AVIATION STRUCTURAL MECHANIC INTERMEDIATE LEVEL	**AM-5**
CORROSION CONTROL	AM-5
FLIGHT CONTROL SYSTEMS	AM-5
HOSE AND TUBE REPAIR AND MANUFACTURING	AM-5
HYDRAULIC AND PNEUMATIC SYSTEMS	AM-6
LANDING GEAR AND RELATED SYSTEMS	AM-6
MAINTENANCE ADMINISTRATION	AM-6
QUALITY ASSURANCE	AM-6
STRUCTURAL REPAIR	AM-7
AVIATION STRUCTURAL MECHANIC ORGANIZATIONAL LEVEL	**AM-8**
CORROSION CONTROL	AM-8
FLIGHT CONTROL SYSTEMS	AM-8
HOSE AND TUBE REPAIR AND MANUFACTURING	AM-9
HYDRAULIC AND PNEUMATIC SYSTEMS	AM-9
LANDING GEAR AND RELATED SYSTEMS	AM-9
MAINTENANCE ADMINISTRATION	AM-9
QUALITY ASSURANCE	AM-10
STRUCTURAL REPAIR	AM-10

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AVIATION STRUCTURAL MECHANIC (AM)

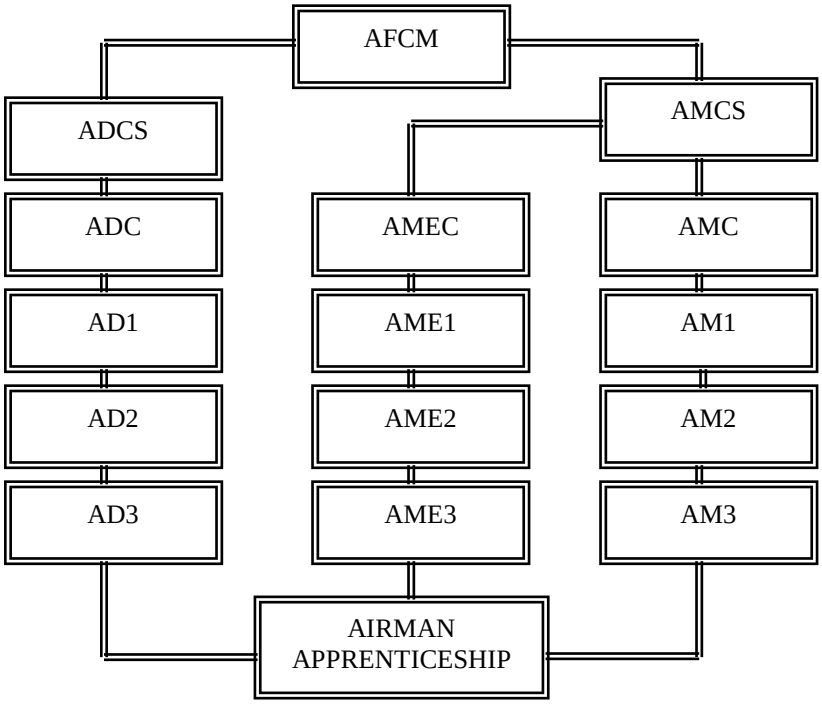
SCOPE OF RATING

Aviation Structural Mechanics (AM) maintain aircraft landing gear system, brakes and related pneumatic systems, reservoir pressurization, emergency actuating devices, pumps, valves, regulators, cylinders, lines and fittings; service pressure accumulators, emergency air bottles, oleo struts, reservoirs and master brake cylinders; inspect, remove and replace components of hydraulic systems; replace gaskets, packings, and wipers in hydraulic components; remove, repair and replace aircraft fuselage, wings, fixed and movable surfaces, airfoils, regular seats, wheels and tires, controls and mechanisms; remove, install and rig aircraft flight control surfaces; fabricate and assemble metal components and make minor repairs to aircraft skin; install rivets and metal fasteners; paint; weld; fabricate repairs for composite components; perform Non-Destructive Inspections (NDI); perform daily, pre-flight, post-flight and other periodic aircraft inspections; and supervise operation of airframe work centers.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 7.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Aviation Structural Mechanic Intermediate Level 001805

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Production	TBD	AVIATION STRUCTURAL MECH I-LVL	AVSTRUMEC I-LV

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AM	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Aviation Structural Mechanics Intermediate Level are responsible for all maintenance procedures on Metallic, Non-Metallic, Hydraulic, Pneumatic, Tire/Wheel, Utility, Flight Control System components, and corrosion prevention on Naval Aircraft parts and associated equipment. This individual also performs Non-Destructive Inspections and Welding.

DoD Relationship

Group Title	*DoD Code*
Aircraft Structures	160300

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Aircraft Structure, Surfaces, Rigging, and Systems Assemblers	51-2011.00	Production

Skills	Abilities
Equipment Maintenance	*Selective Attention*
Equipment Selection	*Manual Dexterity*
Repairing	*Deductive Reasoning*
Quality Control Analysis	*Category Flexibility*
Critical Thinking	*Written Comprehension*
Monitoring	*Inductive Reasoning*
Judgment and Decision Making	*Oral Expression*
Operation and Control	*Written Expression*
Troubleshooting	*Control Precision*
Management of Material Resources	*Multi-limb Coordination*

CORROSION CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Apply aircraft coatings
E4	CORE	Clean aircraft, support equipment, and aircraft related equipment
E4	CORE	Depreserve aircraft, support equipment, and aircraft related equipment
E4	CORE	Inspect aircraft and aircraft components for corrosion
E4	CORE	Maintain aircraft coatings
E6	CORE	Manage corrosion control
E6	CORE	Manage Respirator Protection Programs (RPP)
E4	CORE	Perform corrosion prevention procedures
E4	CORE	Perform emergency reclamations
E4	CORE	Preserve aircraft, support equipment, and aircraft related equipment
E4	CORE	Treat aircraft and components for corrosion

FLIGHT CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Inspect flight controls
E4	CORE	Repair flight control systems
E5	CORE	Troubleshoot flight control systems

HOSE AND TUBE REPAIR AND MANUFACTURING

Paygrade	Task Type	Task Statements
E4	CORE	Install hose and tube assemblies
E4	CORE	Manufacture hose and tube assemblies
E4	CORE	Remove hose and tube assemblies

HOSE AND TUBE REPAIR AND MANUFACTURING (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Repair hose and tube assemblies
E4	CORE	Test hose and tube assemblies

HYDRAULIC AND PNEUMATIC SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze hydraulic fluid samples
E4	CORE	Collect hydraulic fluid samples
E5	CORE	Inspect aircraft pneumatic components
E5	CORE	Inspect hydraulic systems
E4	CORE	Maintain hydraulic test stands
E4	CORE	Repair aircraft pneumatic components
E4	CORE	Repair hydraulic components
E4	CORE	Test hydraulic components and assemblies
E4	CORE	Test pneumatic components and assemblies
E5	CORE	Troubleshoot hydraulic systems and components
E5	CORE	Troubleshoot pneumatic systems and components

LANDING GEAR AND RELATED SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Assemble landing gear tire and wheel assemblies
E4	CORE	Disassemble landing gear tire and wheel assemblies
E5	CORE	Inspect landing gear and related systems
E4	CORE	Repair landing gear and related systems
E5	CORE	Troubleshoot landing gear components and related systems

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Brief Maintenance Control (MC)/Production Control (PC)
E5	CORE	Develop workcenter maintenance plans
E4	CORE	Document maintenance actions
E7	CORE	Manage Maintenance Control (MC)/Production Control (PC) operations
E7	CORE	Prepare Broad Arrow (BA) reports
E4	CORE	Process aircraft components for Non-Destructive Inspections (NDI)
E5	CORE	Update monthly maintenance plans

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E6	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E4	CORE	Conduct aircraft special inspections
E5	CORE	Conduct Quality Assurance (QA) inspections
E4	CORE	Conduct Support Equipment (SE) inspections (e.g. daily, preoperational, etc.)
E6	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Manage Non-Destructive Testing and Inspection (NDT/I) programs
E5	CORE	Supervise airframe and related systems maintenance

STRUCTURAL REPAIR

Paygrade	Task Type	Task Statements
E5	CORE	Conduct Non-Destructive Inspections (NDI)
E5	CORE	Conduct tap test inspections
E4	CORE	Fabricate components, structures, and sub-assemblies
E5	CORE	Inspect aircraft structural components
E5	CORE	Inspect aircraft structures
E4	CORE	Maintain structural repair equipment
E4	CORE	Repair aircraft structural components
E4	CORE	Repair aircraft structures
E4	CORE	Repair composite materials and components
E4	CORE	Weld aircraft components and Support Equipment (SE)

Job Title **Job Code**

Aviation Structural Mechanic Organizational Level 001862

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	AVIATION STRUCTURAL MECH O-LVL	AVSTRT OLV

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AM	NEC 83XX/88XX series

Job Description

Aviation Structural Mechanics Organizational Level are responsible for all maintenance procedures on the Metallic, Non-Metallic Fuel Cell, Hydraulic, Pneumatic, Landing Gear, Utility, Flight Control Systems, and corrosion prevention on Naval Aircraft.

DoD Relationship

Group Title	*DoD Code*
Aircraft Structures	160300

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Aircraft Mechanics and Service Technicians	49-3011.00	Installation, Maintenance, and Repair

Skills	Abilities
Equipment Maintenance	*Selective Attention*
Equipment Selection	*Manual Dexterity*
Repairing	*Deductive Reasoning*
Quality Control Analysis	*Multi-limb Coordination*
Complex Problem Solving	*Category Flexibility*
Critical Thinking	*Written Comprehension*
Judgment and Decision Making	*Inductive Reasoning*
Monitoring	*Oral Expression*
Reading Comprehension	*Problem Sensitivity*
Troubleshooting	*Speech Clarity*

CORROSION CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Apply aircraft coatings
E4	CORE	Clean aircraft, support equipment, and aircraft related equipment
E4	CORE	Depreserve aircraft, support equipment, and aircraft related equipment
E4	CORE	Inspect aircraft and aircraft components for corrosion
E4	CORE	Maintain aircraft coatings
E6	CORE	Manage corrosion control
E6	CORE	Manage Respirator Protection Programs (RPP)
E4	CORE	Perform corrosion prevention procedures
E4	CORE	Perform emergency reclamations
E4	CORE	Preserve aircraft, support equipment, and aircraft related equipment
E4	CORE	Treat aircraft and components for corrosion

FLIGHT CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Inspect flight controls
E4	CORE	Install flight controls
E4	CORE	Maintain flight control systems
E4	CORE	Remove flight controls
E4	CORE	Repair flight control systems
E5	CORE	Troubleshoot flight control systems

HOSE AND TUBE REPAIR AND MANUFACTURING

Paygrade	Task Type	Task Statements
E4	CORE	Install hose and tube assemblies
E4	CORE	Remove hose and tube assemblies
E4	CORE	Repair hose and tube assemblies

HYDRAULIC AND PNEUMATIC SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze hydraulic fluid samples
E4	CORE	Collect hydraulic fluid samples
E5	CORE	Inspect aircraft pneumatic components
E5	CORE	Inspect hydraulic systems
E4	CORE	Install aircraft hydraulic components
E4	CORE	Install aircraft pneumatic components
E4	CORE	Maintain aircraft hydraulic systems
E4	CORE	Maintain aircraft pneumatic systems
E4	CORE	Remove aircraft hydraulic components
E4	CORE	Remove aircraft pneumatic components
E5	CORE	Troubleshoot hydraulic systems and components
E5	CORE	Troubleshoot pneumatic systems and components

LANDING GEAR AND RELATED SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Inspect landing gear and related systems
E4	CORE	Install landing gear and related systems
E4	CORE	Maintain landing gear and related systems
E4	CORE	Remove landing gear and related systems
E4	CORE	Repair landing gear and related systems
E5	CORE	Troubleshoot landing gear components and related systems

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Assign aircraft to missions
E7	CORE	Brief flight crews
E5	CORE	Brief Maintenance Control (MC)/Production Control (PC)
E7	CORE	Conduct maintenance briefs
E7	CORE	Coordinate Flight Deck (FD)/Flight Line (FL) operations
E5	CORE	Develop workcenter maintenance plans
E4	CORE	Document maintenance actions
E7	CORE	Manage Maintenance Control (MC)/Production Control (PC) operations
E4	CORE	Process aircraft components for Non-Destructive Inspections (NDI)
E7	CORE	Release aircraft safe for flight
E4	CORE	Review Aircraft Discrepancy Books (ADB)
E5	CORE	Update monthly maintenance plans
E6	CORE	Verify Functional Check Flight (FCF) requirements

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E6	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E5	CORE	Conduct aircraft acceptance inspections
E4	CORE	Conduct aircraft daily inspections
E4	CORE	Conduct aircraft special inspections
E5	CORE	Conduct aircraft transfer inspections
E4	CORE	Conduct aircraft turnaround inspections
E5	CORE	Conduct conditional inspections
E4	CORE	Conduct phase inspections
E5	CORE	Conduct Quality Assurance (QA) inspections
E4	CORE	Conduct Support Equipment (SE) inspections (e.g. daily, preoperational, etc.)
E6	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E5	CORE	Supervise airframe and related systems maintenance

STRUCTURAL REPAIR

Paygrade	Task Type	Task Statements
E5	CORE	Conduct tap test inspections
E4	CORE	Fabricate components, structures, and sub-assemblies
E5	CORE	Inspect aircraft fuel cells
E5	CORE	Inspect aircraft structural components
E5	CORE	Inspect aircraft structures
E4	CORE	Install aircraft structures
E4	CORE	Maintain aircraft fuel cells
E4	CORE	Maintain aircraft structural components
E4	CORE	Maintain aircraft structures
E4	CORE	Maintain in-flight refueling pod systems
E4	CORE	Maintain structural repair equipment
E5	CORE	Remove aircraft structures
E4	CORE	Repair aircraft fuel systems
E4	CORE	Repair aircraft structural components
E4	CORE	Repair aircraft structures
E4	CORE	Repair composite materials and components

CHAPTER 7

AVIATION STRUCTURAL MECHANIC (AM)

NAVPERS 18068-7H
CH-68

Updated: October 2016

TABLE OF CONTENTS
AVIATION STRUCTURAL MECHANIC (SAFETY EQUIPMENT) (AME)

SCOPE OF RATING	AME-3
GENERAL INFORMATION	AME-4
AVIATION ENVIRONMENTAL AND EGRESS TECHNICIAN	AME-5
CORROSION CONTROL	AME-5
EGRESS/EMERGENCY SYSTEMS	AME-5
MAINTENANCE ADMINISTRATION	AME-6
MECHANICAL MAINTENANCE	AME-6
OXYGEN, NITROGEN, AND LIQUID OXYGEN SYSTEMS	AME-7
QUALITY ASSURANCE (QA)	AME-7

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AVIATION STRUCTURAL MECHANIC (SAFETY EQUIPMENT) (AME)

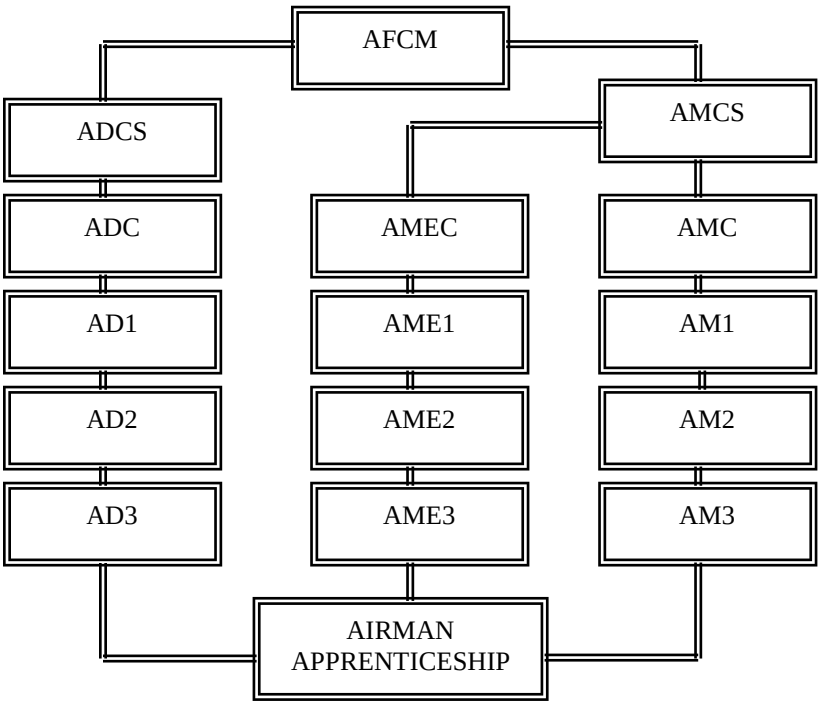
SCOPE OF RATING

Aviation Structural Mechanics (Safety Equipment) (AME) maintain ejection seats, canopy jettison components, environmental control, fire extinguishing, and associated life support systems; maintain gaseous and liquid oxygen, cockpit pressurization, heating and cooling, ventilation systems, avionics cooling, and anti-gravity and control components; maintain utility systems and associated lines, fittings, rigging, valves, control mechanisms, oxygen gauges, converters, and regulators; inspect, remove, and install ejection seats, shoulder harnesses, and lap belts; inspect, remove, and install explosive devices; adjust canopy and ejection seat firing mechanisms; operate and maintain liquid oxygen, gaseous oxygen and nitrogen support equipment; and perform daily, pre-flight, post-flight, and other periodic aircraft inspections.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 7.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Aviation Environmental And Egress Technician 001955

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	AVIA ENVIRONMENTAL EGRESS TEC	SFTY EQUI TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AME	NEC 83XX and 88XX Series

Job Description

Aviation Environmental and Egress Technicians maintain and repair aircraft systems such as: ejection seats, crash worthy seats, and canopy systems; maintain gaseous and liquid oxygen and nitrogen systems and environmental control systems (aircraft air-conditioning and pressurization systems); maintain ordnance and manage explosive devices (Cartridge Actuated Devices (CAD) and Propellant Actuated Devices (PAD)); configure aircraft for flight schedules; and manage scheduled and unscheduled maintenance. Technicians also perform daily, pre-flight, post-flight, and other periodic aircraft inspections.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft Structures	160300	Aviation Inspectors	53-6051.01	Transportation and Material Moving

Skills	Abilities
Equipment Maintenance	*Dynamic Flexibility*
Troubleshooting	*Extent Flexibility*
Quality Control Analysis	*Selective Attention*
Judgment and Decision Making	*Category Flexibility*
Critical Thinking	*Deductive Reasoning*
Monitoring	*Inductive Reasoning*
Reading Comprehension	*Problem Sensitivity*
Coordination	*Oral Expression*
Equipment Selection	*Flexibility of Closure*
Operation and Control	*Manual Dexterity*

CORROSION CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Clean aircraft, support equipment, and aircraft related equipment
E4	CORE	Depreserve aircraft, support equipment, and aircraft related equipment
E4	CORE	Inspect aircraft and aircraft components for corrosion
E4	CORE	Perform corrosion prevention procedures
E4	CORE	Perform emergency reclamations
E4	CORE	Preserve aircraft, support equipment, and aircraft related equipment
E4	CORE	Treat aircraft and components for corrosion

EGRESS/EMERGENCY SYSTEMS

Paygrade	Task Type	Task Statements
E6	CORE	Initiate emergency reclamations
E4	CORE	Maintain aircraft portable fire bottles
E4	CORE	Maintain Cartridge Actuated Devices (CAD)
E4	CORE	Maintain Dry Bay Fire Suppression Systems (DBFSS)
E4	CORE	Maintain ejection seat parachute systems
E4	CORE	Maintain ejection seat systems
E4	CORE	Maintain fire extinguishing systems
E4	NON-CORE	Maintain Flexible Linear Shape Charges (FLSC)

EGRESS/EMERGENCY SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Maintain Propellant Actuated Devices (PAD)
E4	CORE	Maintain seat pan assemblies
E4	CORE	Maintain Shielded Mild Detonating Cords (SMDC)
E4	CORE	Maintain Thin Layer Explosives (TLX)
E6	CORE	Manage egress system checkout programs
E6	CORE	Manage explosive devices
E5	CORE	Supervise arming evolutions
E5	CORE	Supervise de-arming evolutions
E5	CORE	Supervise egress/emergency systems maintenance
E5	CORE	Supervise ordnance maintenance
E6	CORE	Verify high time components

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Assign aircraft to flight schedules
E7	CORE	Conduct maintenance meetings
E7	CORE	Configure aircraft for flight schedules
E7	CORE	Control aircraft acceptance inspections
E7	CORE	Coordinate Flight Deck (FD)/Flight Line (FL) operations
E4	CORE	Document maintenance actions
E7	CORE	Manage Maintenance Control (MC) operations
E7	CORE	Manage scheduled maintenance
E7	CORE	Manage unscheduled maintenance
E7	CORE	Prepare Planned Maintenance Intervals (PMI) for aircraft
E7	CORE	Prepare Standard Depot Level Maintenance (SDLM) for aircraft
E7	CORE	Release aircraft safe for flight
E4	CORE	Review Aircraft Discrepancy Books (ADB)
E5	CORE	Review Monthly Maintenance Plans (MMP)
E7	CORE	Screen Visual Information Display System/Maintenance Action Forms (VIDS/MAF)
E5	CORE	Update monthly maintenance plans
E6	CORE	Verify Functional Check Flight (FCF) requirements

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain air conditioning systems
E4	CORE	Maintain anti-gravity systems
E4	CORE	Maintain avionics and ground equipment cooling systems
E4	CORE	Maintain avionics Liquid Cooling Systems (LCS)
E4	CORE	Maintain cabin pressurization systems
E4	CORE	Maintain canopy defog systems

MECHANICAL MAINTENANCE (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Maintain canopy seal systems
E4	CORE	Maintain cockpit furnishings
E4	CORE	Maintain crash worthy seats
E4	CORE	Maintain de-icing systems
E4	CORE	Maintain emergency canopy systems
E4	CORE	Maintain engine bleed air systems
E4	CORE	Maintain Environmental Control Systems (ECS)
E4	CORE	Maintain normal canopy systems
E4	CORE	Maintain radar pressurization systems
E4	CORE	Maintain rain removal systems
E4	CORE	Maintain ram air systems
E4	CORE	Maintain wave guide systems
E4	CORE	Maintain windshield wash systems

OXYGEN, NITROGEN, AND LIQUID OXYGEN SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain gaseous oxygen systems
E4	CORE	Maintain Liquid Oxygen (LOX) systems
E4	NON-CORE	Maintain nitrogen systems
E4	NON-CORE	Maintain On-Board Inert Gas Generating Systems (OBIGGS)
E4	CORE	Maintain On-Board Oxygen Generating Systems (OBOGS)
E6	CORE	Manage Aviators Breathing Oxygen (ABO) programs

QUALITY ASSURANCE (QA)

Paygrade	Task Type	Task Statements
E6	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E5	NON-CORE	Comply with technical directives
E4	CORE	Comply with technical publication requirements
E5	CORE	Conduct aircraft acceptance inspections
E4	CORE	Conduct aircraft daily inspections
E5	CORE	Conduct aircraft special inspections
E5	CORE	Conduct aircraft transfer inspections
E4	CORE	Conduct aircraft turnaround inspections
E5	CORE	Conduct conditional inspections
E5	CORE	Conduct phase inspections
E5	CORE	Conduct Quality Assurance (QA) inspections
E4	CORE	Conduct Support Equipment (SE) inspections (e.g. daily, preoperational, etc.)
E5	CORE	Conduct visual inspections of aircraft internal components
E6	CORE	Coordinate phase maintenance
E6	CORE	Inspect arming evolutions
E6	CORE	Inspect de-arming evolutions

QUALITY ASSURANCE (QA) (CONT'D)

Paygrade	Task Type	Task Statements
E6	CORE	Inspect egress/emergency systems maintenance
E6	CORE	Inspect ordnance maintenance
E6	CORE	Manage Naval Aviation Maintenance Programs (NAMP)

CHAPTER 8

AIRMAN
(AN)

NAVPERS 18068-8C
CH-50

Updated: April 2012

TABLE OF CONTENTS

AIRMAN (AN)

SCOPE OF RATING	AN-3
GENERAL INFORMATION	AN-4
AIRMAN	AN-5
AVIATION SUPPORT OPERATIONS	AN-5
AIRCRAFT MAINTENANCE	AN-6
CORROSION CONTROL AND MATERIAL PRESERVATION	AN-6
SAFETY	AN-6
GENERAL WATCHSTANDING	AN-7
NAVAL ORIENTATION AND ORGANIZATION	AN-7

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AIRMAN (AN)

APPRENTICESHIP

SCOPE OF RATING

Airmen (AN) assist in the maintenance of aircraft and associated aeronautical equipment; assist in the maintenance of aircraft support equipment; service and clean aircraft; assist in aircraft handling; and perform other apprenticeship duties required in the operation of naval aviation activities afloat and ashore.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 8.

PATHS OF ADVANCEMENT OF ENLISTED PERSONNEL
CAREER PATHS FOR THE AIRMAIN APPRENTICESHIP

RATING TITLE	E-4	E-5	E-6	E-7	E-8	E-9
AEROGRAPHER'S MATE	AG3	AG2	AG1	AGC	AGCS	AGCM
AIR TRAFFIC CONTROLLER	AC3	AC2	AC1	ACC	ACCS	ACCM
AIRCREW SURVIVAL EQUIPMENTMAN	PR3	PR2	PR1	PRC	PRCS	PRCM
NAVAL AIRCREWMAN (OPERATOR)	AWO3	AWO2	AWO1	AWOC	AWOCS	AWCM
NAVAL AIRCREWMAN (TACTICAL HELICOPTER)	AWR3	AWR2	AWR1	AWRC	AWRCS	AWCM
NAVAL AIRCREWMAN (HELICOPTER)	AWS3	AWS2	AWS1	AWSC	AWSCS	AWCM
NAVAL AIRCREWMAN (AVIONICS)	AWV3	AWV2	AWV1	AWVC	AWVCS	AWCM
NAVAL AIRCREWMAN (MECHANICAL)	AWF3	AWF2	AWF1	AWFC	AWFCS	AWCM
AVIATION BOATSWAIN'S MATE (LAUNCHING AND RECOVERY EQUIPMENT)	ABE3	ABE2	ABE1	ABEC	ABECS	ABCM
AVIATION BOATSWAIN'S MATE (FUELS)	ABF3	ABF2	ABF1	ABFC	ABFCS	ABCM
AVIATION BOATSWAIN'S MATE (AIRCRAFT HANDLING)	ABH3	ABH2	ABH1	ABHC	ABHCS	ABCM
AVIATION ELECTRICIAN'S MATE	AE3	AE2	AE1	AEC	AECS	AVCM
AVIATION ELECTRONICS TECHNICIAN	AT3	AT2	AT1	ATC	ATCS	AVCM
AVIATION MACHINIST'S MATE	AD3	AD2	AD1	ADC	ADCS	AFCM
AVIATION MAINTENANCE ADMINISTRATIONMAN	AZ3	AZ2	AZ1	AZC	AZCS	AZCM
AVIATION ORDNANCEMAN	AO3	AO2	AO1	AOC	AOCS	AOCM
AVIATION STRUCTURAL MECHANIC	AM3	AM2	AM1	AMC	AMCS	AFCM
AVIATION STRUCTURAL MECHANIC	AME3	AME2	AME1	AMEC	AMCS	AFCM
AVIATION SUPPORT EQUIPMENT TECHNICIAN	AS3	AS2	AS1	ASC	ASCS	ASCM

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title
Airman

Job Code
002687

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	AIRMAN	AIRMAN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AN	N/A

Job Description
Airmen assist in the maintenance of aircraft and associated aeronautical equipment; assist in the maintenance of aircraft support equipment; service and clean aircraft; assist in aircraft handling; and perform other apprenticeship duties required in the operation of naval aviation activities afloat and ashore.

DoD Relationship

Group Title	*DoD Code*
Non-Occupational	190000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Maintenance and Repair Workers, General	49-9042.00	Installation, Maintenance, and Repair

Skills
Active Learning
Active Listening
Time Management
Speaking
Reading Comprehension
Writing
Coordination
Troubleshooting
Equipment Maintenance
Repairing

Abilities
Written Comprehension
Problem Sensitivity
Memorization
Deductive Reasoning
Time Sharing
Reaction Time
Auditory Attention
Mathematical Reasoning
Spatial Orientation
Response Orientation

AVIATION SUPPORT OPERATIONS

Paygrade	Task Type	Task Statements
E3	CORE	Clean, service, and lubricate aircraft handling equipment
E3	CORE	Communicate with the tower
E3	CORE	Connect and disconnect aircraft batteries
E3	CORE	Connect and disconnect external power cables for starting and servicing aircraft
E3	CORE	Direct aircraft using standard aircraft taxi signals
E3	CORE	Document aircraft maintenance
E3	CORE	Identify types of aircraft armament equipment
E3	CORE	Identify types and know the purposes of common aviation support equipment
E3	CORE	Know the color codes and markings used for aircraft lines, tubing, and hoses
E3	CORE	Know the color coding of flight deck clothing and protective equipment used aboard aircraft carriers
E3	CORE	Know the designation system for Naval aircraft
E3	CORE	Know the general methods of handling land-based and carrier aircraft
E3	CORE	Know the general purposes of aircraft cable control systems
E3	CORE	Know the general purposes of aircraft hydraulic systems
E3	CORE	Know the general purposes of aircraft pneumatic systems
E3	CORE	Know the major types of handling equipment associated with land-based and carrier aircraft
E3	CORE	Operate mobile equipment around aircraft
E3	CORE	Perform duties as member of aircraft handling crew
E3	CORE	Ride brakes of aircraft being towed or pushed

E3	CORE	Sample fuel for contaminants
E3	CORE	Secure and tie down aircraft
E3	CORE	Service aircraft servicing equipment
E3	CORE	Use aviation publications (Navy Aviation Maintenance Programs (NAMP), Naval Air Training and Operating Procedures Standardization (NATOPS), etc.)

AIRCRAFT MAINTENANCE

Paygrade	Task Type	Task Statements
E3	CORE	Collect oil samples
E3	CORE	Identify types of aircraft power plants
E3	CORE	Identify general types of aircraft electronic equipment
E3	CORE	Identify major structural components of aircraft
E3	CORE	Know the general purposes of aircraft electrical systems
E3	CORE	Knowledge of reference tools and materials (Joint Technical Data Integration (JDTI), Personal Electronic Maintenance Aids (PEMA), etc.)
E3	CORE	Read aircraft quantity, temperature, and pressure gauges and instruments
E3	CORE	Service aircraft with fuel
E3	CORE	Service aircraft with hydraulic fluid
E3	CORE	Service aircraft with nitrogen/air
E3	CORE	Service aircraft with oil
E3	CORE	Use common aircraft screws, nuts, bolts, and measuring tools

CORROSION CONTROL AND MATERIAL PRESERVATION

Paygrade	Task Type	Task Statements
E3	CORE	Clean and treat corrosion
E3	CORE	Handle, clean, and preserve aircraft tie downs
E3	CORE	Inspect aircraft for presence of corrosion, rust, and pitting

SAFETY

Paygrade	Task Type	Task Statements
E3	CORE	Arm and safe ejection seat
E3	CORE	Carry out general procedures for gaining entrance to aircraft under emergency conditions
E3	CORE	Install common aircraft safety and locking devices
E3	CORE	Know emergency light communication procedures
E3	CORE	Know flight deck hand signals
E3	CORE	Know the carrier flight deck markings and lighting systems
E3	CORE	Know the color marking system for vehicles used on airfields and flight lines
E3	CORE	Know the markings indicating dangerous areas on airfields, aircraft, and flight decks
E3	CORE	Know the procedures for extinguishing fires caused by hot brakes
E3	CORE	Know the toxic properties of aircraft cleaning materials
E3	CORE	Know when an ejection seat is armed/ safe
E3	CORE	Knowledge of how the tool control program applies to Naval aviation
E3	CORE	Perform Foreign Object Debris (FOD) walkdowns
E3	CORE	Stand fire watch during fueling, defueling, and starting of aircraft

GENERAL WATCHSTANDING

Paygrade	Task Type	Task Statements
E3	CORE	Stand aircraft security watches

NAVAL ORIENTATION AND ORGANIZATION

Paygrade	Task Type	Task Statements
E3	CORE	Define common Naval aviation terms and nomenclature
E3	CORE	Know the general functions of squadrons, departments, divisions of ashore, and or afloat aviation activities
E3	CORE	Know the organizational structure of Naval aviation

CHAPTER 9

AVIATION ORDNANCEMAN (AO)

NAVPERS 18068-9E
CH-49

Updated: January 2012

TABLE OF CONTENTS
AVIATION ORDNANCEMAN (AO)

SCOPE OF RATING	AO-4
GENERAL INFORMATION	AO-5
ARMAMENT WEAPONS SUPPORT EQUIPMENT TECHNICIAN	AO-6
AIRCRAFT ARMAMENT EQUIPMENT	AO-6
MANAGEMENT AND SUPERVISION	AO-6
ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)	AO-7
QUALITY ASSURANCE	AO-7
TECHNICAL ADMINISTRATION	AO-7
WEAPONS HANDLING	AO-8
WEAPONS SYSTEMS MAINTENANCE	AO-8
AIRCRAFT ARMAMENT EQUIPMENT TECHNICIAN	AO-9
AIRCRAFT ARMAMENT EQUIPMENT	AO-9
MANAGEMENT AND SUPERVISION	AO-10
ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)	AO-10
ORDNANCE MAINTENANCE: GUNS	AO-10
QUALITY ASSURANCE	AO-10
TECHNICAL ADMINISTRATION	AO-11
WEAPONS HANDLING	AO-11
WEAPONS SYSTEMS MAINTENANCE	AO-11
ARMORER	AO-12
MANAGEMENT AND SUPERVISION	AO-12
ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)	AO-13
ORDNANCE MAINTENANCE: GUNS	AO-13
ORDNANCE MAINTENANCE: MAGAZINES/ELEVATORS	AO-13
QUALITY ASSURANCE	AO-13
TECHNICAL ADMINISTRATION	AO-14
WEAPONS HANDLING	AO-14
WEAPONS SYSTEMS MAINTENANCE	AO-15
WEAPONS DEPARTMENT TECHNICIAN	AO-16
AIRCRAFT ARMAMENT EQUIPMENT	AO-16
MANAGEMENT AND SUPERVISION	AO-16
ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)	AO-18
ORDNANCE MAINTENANCE: GUNS	AO-18
ORDNANCE MAINTENANCE: MAGAZINES/ELEVATORS	AO-18

TABLE OF CONTENTS (CONT)
AVIATION ORDNANCEMAN (AO)

QUALITY ASSURANCE	AO-18
TECHNICAL ADMINISTRATION	AO-19
WEAPONS HANDLING	AO-20
WEAPONS SYSTEMS MAINTENANCE	AO-21
AMMUNITION LOGISTICS MANAGER	AO-22
MANAGEMENT AND SUPERVISION	AO-22
QUALITY ASSURANCE	AO-23
TECHNICAL ADMINISTRATION	AO-23
WEAPONS HANDLING	AO-24
SQUADRON ORDNANCE TECHNICIAN	AO-25
AIRCRAFT ARMAMENT EQUIPMENT	AO-25
MANAGEMENT AND SUPERVISION	AO-25
ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)	AO-27
ORDNANCE MAINTENANCE: GUNS	AO-27
ORDNANCE MAINTENANCE: MAGAZINES/ELEVATORS	AO-27
QUALITY ASSURANCE	AO-27
TECHNICAL ADMINISTRATION	AO-28
WEAPONS HANDLING	AO-29
WEAPONS SYSTEMS MAINTENANCE	AO-29
AVIATION ORDNANCE QUALITY ASSURANCE SUPERVISOR	AO-31
AIRCRAFT ARMAMANT EQUIPMENT	AO-31
MANAGEMENT AND SUPERVISION	AO-31
QUALITY ASSURANCE	AO-32
TECHNICAL ADMINISTRATION	AO-32
WEAPONS HANDLING	AO-33
WEAPONS SYSTEMS MAINTENANCE	AO-33

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

AVIATION ORDNANCEMAN (AO)

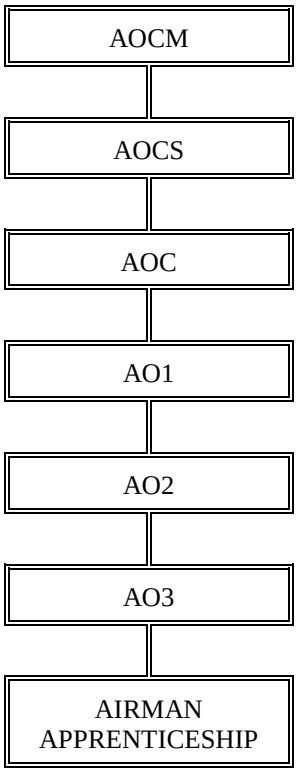
SCOPE OF RATING

Aviation Ordnancemen (AO) receive, inspect, package, store, handle, and process for shipment: airborne weapons, air launched torpedoes, aerial mines, sonobuoys, pyrotechnics and ammunition; maintain, test, assemble, load, download, arm, and de-arm all airborne weapons, aircraft gun systems, targets, sonobuoys, and pyrotechnics for aircraft carriage; receive, inspect, inventory, configure, test, and maintain Armament Weapons Support Equipment (AWSE), Ordnance Handling Equipment (OHE), Aircraft Armament Equipment (AAE) and Materials Handling Equipment (MHE); test and maintain aircraft armament release and control systems; inspect and maintain conventional ordnance magazines and Ready Service Lockers (RSL); maintain and operate magazine sprinkler systems; maintain and operate cargo/weapons elevators; perform preventative maintenance and inventory small arms weapons; manage accounting systems, rework of airborne weapons/systems/equipment, and conventional weapons qualification/certification programs, afloat and ashore; and prepare, review, maintain, and inspect compliance with directives and reports applicable to Notice of Ammunition Reclassification (NAR), Hazards of Electromagnetic Radiation to Ordnance (HERO), weapons certification program, and explosive handling certification program.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 9.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Armament Weapons Support Equipment Technician 002000

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	ARM WEAPONS SUPPORT EQ TEC	WEP SE TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AO	NECs 6810, 6811

Job Description

Armament Weapons Support Equipment (AWSE) Technicians perform intermediate level maintenance on both peculiar and common ordnance handling and transportation equipment; maintain, operate, and issue/receipt of AWSE, Material Handling Equipment (MHE) and Ordnance Handling Equipment (OHE), to include corrosion control, deficiency reporting, misuse and abuse reporting, preservation, and tools used for canning and decanning, magazine handling, and assembly of weapons or ordnance-related commodities. Includes hoisting beams, weapons carriers, strong backs, hand lift trucks, weapon skids, trailers, bomb trucks (non-self powered) and their associated weapons assembly tables, maintenance stands, and other weapons-related equipment. Technicians support both air- and surface-launched weapons.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aviation Ordnance	164600	Maintenance Workers, Machinery	49-9043.00	Installation, Maintenance, and Repair

Skills	***Abilities***
Quality Control Analysis	*Information Ordering*
Equipment Maintenance	*Written Comprehension*
Management of Material Resources	*Deductive Reasoning*
Critical Thinking	*Written Expression*
Equipment Selection	*Problem Sensitivity*
Writing	*Multi-limb Coordination*
Monitoring	*Gross Body Coordination*
Operation and Control	*Inductive Reasoning*
Operation Monitoring	*Oral Expression*
Coordination	*Visualization*

AIRCRAFT ARMAMENT EQUIPMENT

Paygrade	Task Type	Task Statements
E4	CORE	Maintain air-nitrogen systems

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E7	CORE	Conduct explosive handling qualification and certification boards
E7	CORE	Manage Consolidated Ships Maintenance Plans (CSMP)
E7	CORE	Manage Coordinated Shipboard Allowance Lists (COSAL)
E6	CORE	Manage explosive safety programs
E7	CORE	Manage explosives handling personnel qualification and certification programs
E7	CORE	Manage force protection operations
E6	CORE	Manage Material Handling Equipment (MHE) maintenance, test and inspection programs
E6	CORE	Manage Ordnance Handling Equipment (OHE) program
E6	CORE	Manage ordnance stowage
E6	CORE	Manage Shore-based Consolidated Allowance Lists (SHORCAL)
E5	CORE	Manage Single Hoist Ordnance Loading System (SHOLS) inventories
E5	CORE	Supervise Armament Weapons Support Equipment (AWSE) configurations
E5	CORE	Supervise Armament Weapons Support Equipment (AWSE) inspections

E5	CORE	Supervise Material Handling Equipment (MHE) and Ordnance Handling Equipment (OHE) maintenance
E5	CORE	Supervise pneumatic operations
E6	CORE	Supervise Weapons Support Equipment (WSE) maintenance

ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Armament Weapons Support Equipment (AWSE) pre-operational checks
E4	CORE	Configure Armament Weapons Support Equipment (AWSE)
E4	CORE	Configure Ordnance Handling Equipment (OHE) and Material Handling Equipment (MHE)
E4	CORE	Inspect Weapons Support Equipment (WSE)
E4	CORE	Maintain Armament Weapons Support Equipment (AWSE)
E4	CORE	Maintain Electric Explosive (EE) forklifts
E4	CORE	Maintain Material Handling Equipment (MHE) and Ordnance Handling Equipment (OHE)
E4	CORE	Maintain Weapons Support Equipment (WSE)
E4	CORE	Operate Armament Weapons Support Equipment (AWSE)
E4	CORE	Operate Electrical Explosive (EE) forklifts
E4	CORE	Operate pneumatic systems
E4	CORE	Repair Armament Weapons Support Equipment (AWSE)
E6	CORE	Schedule Material Handling Equipment (MHE) and Ordnance Handling Equipment (OHE) maintenance
E4	CORE	Stow Armament Weapons Support Equipment (AWSE)

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Inspect weapons facilities
E5	CORE	Monitor ordnance material requisitioning and supply status
E6	CORE	Monitor Arms, Ammunition, and Explosives (AA&E) programs
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Document aircraft weapon systems maintenance
E6	CORE	Generate Engineering Investigation (EI) reports
E6	CORE	Incorporate Airborne Weapon Changes (AWC)
E5	CORE	Incorporate equipment Technical Directives (TD)
E5	CORE	Issue and receive Armament Weapons Support Equipment (AWSE)
E6	CORE	Maintain ammunition administrative documents
E6	CORE	Prepare Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP) reports
E5	CORE	Report Armament Weapons Support Equipment (AWSE) status

E6	CORE	Report safety mishaps
E5	CORE	Report Support Equipment (SE) misuse and abuse
E6	CORE	Request depot level maintenance
E6	CORE	Request Individual Component Repair List (ICRL) changes
E6	CORE	Request Individual Material Readiness List (IMRL) changes
E6	CORE	Request magazine Ship Alterations (SHIPALT)
E6	CORE	Schedule Armament Weapons Support Equipment (AWSE) maintenance
E4	CORE	Update Armament Weapons Support Equipment (AWSE) logs and records
E5	CORE	Update monthly maintenance plan

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	CORE	Handle Crew-Served Weapons (CSW)
E4	CORE	Handle small arms
E4	CORE	Operate small arms
E5	CORE	Transport ordnance

WEAPONS SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Inspect grounding devices

Job Title **Job Code**

Aircraft Armament Equipment Technician 002045

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Architecture and Engineering	TBD	AIRCRAFT ARMAMENT EQ TEC	ARM E TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AO	NEC 6802

Job Description

Aircraft Armament Equipment (AAE) Technicians conduct intermediate level maintenance on strike Aircraft Armament Equipment (AAE) including aircraft gun systems and Linkless Ammunition Loading Systems (LALS); issue, receipt, inventory and operational checkouts, corrosion control, troubleshoot, preserve/depreserve and periodic maintenance. They also conduct component removal, repair, replacement procedures, often using special tools and test equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aviation Ordnance Support	164600	Electro-Mechanical Technicians	17-3024.00	Architecture and Engineering

Skills	***Abilities***
Equipment Maintenance	*Written Comprehension*
Quality Control Analysis	*Information Ordering*
Writing	*Deductive Reasoning*
Equipment Selection	*Written Expression*
Management of Material Resources	*Problem Sensitivity*
Monitoring	*Multi-limb Coordination*
Operation and Control	*Oral Expression*
Critical Thinking	*Gross Body Coordination*
Installation	*Time Sharing*
Speaking	*Oral Comprehension*

AIRCRAFT ARMAMENT EQUIPMENT

Paygrade	Task Type	Task Statements
E4	CORE	Inspect Aircraft Armament Equipment (AAE)
E4	CORE	Inventory Aircraft Armament Equipment (AAE)
E4	CORE	Maintain aircraft bomb racks
E4	CORE	Maintain aircraft gun systems
E4	CORE	Maintain aircraft pylons
E4	CORE	Maintain air-nitrogen systems
E4	CORE	Maintain Linkless Ammunition Loading System (LALS)
E4	CORE	Maintain missile launchers
E5	CORE	Prepare Aircraft Armament Equipment (AAE) materials for shipping
E4	CORE	Refill nitrogen bottles
E4	CORE	Repair Aircraft Armament Equipment (AAE)
E4	CORE	Repair bomb racks
E4	CORE	Repair missile launchers
E4	CORE	Stow Aircraft Armament Equipment (AAE)
E4	CORE	Test aircraft pylons
E4	CORE	Test bomb racks
E4	CORE	Test missile launchers
E4	CORE	Troubleshoot Aircraft Armament Equipment (AAE)

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E7	CORE	Conduct explosive handling qualification and certification boards
E6	CORE	Conduct explosive safety and stand down briefs
E6	CORE	Manage Aircraft Armament Equipment (AAE) inventories
E7	CORE	Manage Consolidated Ships Maintenance Plans (CSMP)
E7	CORE	Manage Coordinated Shipboard Allowance Lists (COSAL)
E6	CORE	Manage explosive safety programs
E7	CORE	Manage explosives handling personnel qualification and certification programs
E6	CORE	Manage Shore-based Consolidated Allowance Lists (SHORCAL)
E5	CORE	Manage Single Hoist Ordnance Loading System (SHOLS) inventories
E5	CORE	Supervise Aircraft Armament Equipment (AAE) maintenance
E5	CORE	Supervise Aircraft Armament Equipment (AAE) stowage
E5	CORE	Supervise pneumatic operations
E6	CORE	Supervise Weapons Support Equipment (WSE) maintenance

ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Armament Weapons Support Equipment (AWSE) pre-operational checks
E4	CORE	Configure Ordnance Handling Equipment (OHE) and Material Handling Equipment (MHE)
E4	CORE	Maintain Armament Weapons Support Equipment (AWSE)
E4	CORE	Maintain Material Handling Equipment (MHE) and Ordnance Handling Equipment (OHE)
E4	CORE	Maintain Single Hoist Ordnance Loading Systems (SHOLS)
E4	CORE	Operate Armament Weapons Support Equipment (AWSE)
E4	CORE	Operate pneumatic systems

ORDNANCE MAINTENANCE: GUNS

Paygrade	Task Type	Task Statements
E4	CORE	Repair gun systems
E4	CORE	Test gun systems

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E4	CORE	Inspect missile launchers and components
E5	CORE	Inspect weapons facilities
E5	CORE	Monitor ordnance material requisitioning and supply status
E6	CORE	Monitor Arms, Ammunition, and Explosives (AA&E) programs
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E5	CORE	Perform Quality Assurance Safety Observer (QASO) functions

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Document aircraft weapon systems maintenance
E6	CORE	Generate Engineering Investigation (EI) reports
E6	CORE	Incorporate Airborne Weapon Changes (AWC)
E5	CORE	Incorporate equipment Technical Directives (TD)
E5	CORE	Inventory Arms, Ammunition and Explosives (AA&E)
E4	CORE	Inventory gun systems
E5	CORE	Issue and receive Armament Weapons Support Equipment (AWSE)
E6	CORE	Prepare (K) pool reports
E6	CORE	Prepare Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP) reports
E6	CORE	Report aircraft gun systems status
E6	CORE	Report explosive mishaps
E5	CORE	Report ordnance discrepancies
E6	CORE	Report safety mishaps
E5	CORE	Report Support Equipment (SE) misuse and abuse
E6	CORE	Request depot level maintenance
E7	CORE	Request Hazards of Electromagnetic Radiation to Ordnance (HERO) conditions
E6	CORE	Request Individual Component Repair List (ICRL) changes
E6	CORE	Request Individual Material Readiness List (IMRL) changes
E6	CORE	Request magazine Ship Alterations (SHIPALT)
E5	CORE	Update Airborne Weapons Information System (AWIS)
E5	CORE	Update monthly maintenance plans

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	CORE	Handle aerial targets
E4	CORE	Handle ammunition

WEAPONS SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Inspect grounding devices
E4	CORE	Repair Linkless Ammunition Loading Systems (LALS)

Job Title

Armorer

Job Code

002093

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	ARMORER	ARMORER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AO	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Armorers manage and issue small arms, ammunition, explosive devices, optics, and associated equipment to qualified military personnel, working in a shipboard or shore environment; conduct maintenance on small arms, magazine sprinkler systems and similar explosive items; replace missing or broken components while maintaining small arms and weapons inventories; and assist at range facilities and with in-service training as needed, along with rebuilding, inspecting, and ensuring weapons are in safe operating condition.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aviation Ordnance	164600	Maintenance and Repair Workers, General	49-9042.00	Installation, Maintenance, and Repair

Skills	***Abilities***
Quality Control Analysis	*Information Ordering*
Equipment Maintenance	*Written Comprehension*
Management of Material Resources	*Deductive Reasoning*
Writing	*Problem Sensitivity*
Monitoring	*Written Expression*
Critical Thinking	*Oral Expression*
Operation and Control	*Gross Body Coordination*
Equipment Selection	*Inductive Reasoning*
Management of Personnel Resources	*Multi-limb Coordination*
Speaking	*Mathematical Reasoning*

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E7	CORE	Conduct explosive handling qualification and certification boards
E6	CORE	Conduct explosive safety and stand down briefs
E6	CORE	Conduct weapons safety briefs
E7	CORE	Direct Otto fuel casualty personnel
E5	CORE	Instruct gun crews on emergency procedures
E6	CORE	Manage ammunition inventories
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) programs
E7	CORE	Manage Consolidated Ships Maintenance Plans (CSMP)
E7	CORE	Manage Coordinated Shipboard Allowance Lists (COSAL)
E6	CORE	Manage explosive safety programs
E7	CORE	Manage explosives handling personnel qualification and certification programs
E7	CORE	Manage force protection operations
E6	CORE	Manage force protection personnel
E6	CORE	Manage hot work evolutions
E6	CORE	Manage magazine and locker inventories
E6	CORE	Manage magazine sprinkler system inspections
E6	NON-CORE	Manage major components overhaul on light weight gun mounts
E6	CORE	Manage ordnance inspections

E6	CORE	Manage ordnance inventories
E6	CORE	Manage ordnance magazine system maintenance
E6	CORE	Manage ordnance stowage
E6	CORE	Manage Shore-based Consolidated Allowance Lists (SHORCAL)
E7	CORE	Manage small arms range operations
E6	CORE	Monitor Arms, Ammunition, and Explosive (AA&E) programs
E6	NON-CORE	Supervise Crew-Served Weapons (CSW) range
E5	CORE	Supervise magazine and locker inventories
E6	CORE	Supervise magazine sprinkler system tests
E5	CORE	Supervise ordnance handling
E5	CORE	Supervise ordnance stowage
E6	NON-CORE	Supervise small arms firings

ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Material Handling Equipment (MHE) and Ordnance Handling Equipment (OHE)
E4	CORE	Operate Armament Weapons Support Equipment (AWSE)

ORDNANCE MAINTENANCE: GUNS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Configure small arms gun mounts
E4	CORE	Maintain Crew-Served Weapons (CSW)
E4	CORE	Maintain small arms

ORDNANCE MAINTENANCE: MAGAZINES/ELEVATORS

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate magazine alarm systems maintenance
E6	CORE	Coordinate magazine sprinkler systems maintenance
E4	CORE	Maintain magazines and Ready Service Lockers (RSL)

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct ordnance issue and receipt inspections
E4	CORE	Inspect magazine safety devices
E4	CORE	Inspect magazine security alarm systems
E4	CORE	Inspect magazines and Ready Service Lockers (RSL)
E5	CORE	Inspect weapons facilities
E6	CORE	Investigate explosive mishaps
E5	CORE	Monitor ordnance material requisitioning and supply status
E6	CORE	Monitor Arms, Ammunition, and Explosives (AA&E) programs
E5	CORE	Monitor magazine alarm systems

E6	CORE	Monitor ordnance evolutions
E5	CORE	Perform Quality Assurance Safety Observer (QASO) functions
E5	CORE	Transfer custody of small arms

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Develop Crew-Served Weapons (CSW) casualty drills
E7	CORE	Develop light weight gun system casualty drills
E4	CORE	Document aircraft weapon systems maintenance
E6	CORE	Generate Engineering Investigation (EI) reports
E5	CORE	Incorporate equipment Technical Directives (TD)
E5	CORE	Inventory Arms, Ammunition and Explosives (AA&E)
E4	CORE	Inventory ordnance
E6	CORE	Maintain ammunition administrative documents
E6	CORE	Prepare Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP) reports
E6	CORE	Report explosive mishaps
E5	CORE	Report ordnance discrepancies
E6	CORE	Report safety mishaps
E6	CORE	Request depot level maintenance
E6	CORE	Request Individual Material Readiness List (IMRL) changes
E6	CORE	Request magazine Ship Alterations (SHIPALT)
E7	CORE	Requisition ordnance
E5	CORE	Submit Ammunition Transaction Reports (ATR)
E5	CORE	Submit Military Standard Requisitioning and Issue Procedures (MILSTRIP) requisitions
E6	CORE	Submit ordnance expenditure reports
E6	CORE	Submit post fire reports
E5	CORE	Track ordnance inventory locations
E5	CORE	Update monthly maintenance plan

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	CORE	Handle ammunition
E4	CORE	Handle Cartridge Actuated Devices (CAD)
E4	CORE	Handle Crew-Served Weapons (CSW)
E4	CORE	Handle pyrotechnics
E4	CORE	Handle small arms
E4	CORE	Handle torpedoes
E4	CORE	Inspect ammunition
E6	CORE	Inspect Landing Force Operational Reserve Material (LFORM)

E4	CORE	Operate small arms
E4	CORE	Stow ordnance
E5	CORE	Transport ordnance
E4	CORE	Transport small arms

WEAPONS SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Conduct post fire checks
E4	CORE	Inspect grounding devices
E4	CORE	Maintain Night Vision Optics (NVO) equipment

Job Title **Job Code**

Weapons Department Technician 002138

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	WEAPONS DEPARTMENT TECHNICIAN	WEP DP TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AO	NEC 6801

Job Description

Weapons Department Technicians perform maintenance and testing ashore and afloat on all air-launched weapons, magazine sprinkler systems, and cargo/weapons elevators. Weapons Department Technicians are assigned to Shipboard and Shore Weapons Departments as conventional weapons handlers, magazine and ordnance control operators, and cargo/weapons elevator operators; issue, receive, transfer, and store conventional weapons; assemble and disassemble bombs and rockets; and load and unload flares, rocket launchers, Linkless Ammunition Loading System (LALS).

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aviation Ordnance	164600	Stock Clerk – Stockroom, Warehouse or Storage Yard	43-5081.03	Office and Administrative Support

Skills	***Abilities***
Quality Control Analysis	*Information Ordering*
Management of Material Resources	*Written Comprehension*
Equipment Maintenance	*Deductive Reasoning*
Operation and Control	*Problem Sensitivity*
Writing	*Gross Body Coordination*
Monitoring	*Written Expression*
Installation	*Inductive Reasoning*
Critical Thinking	*Oral Expression*
Coordination	*Multi-limb Coordination*
Management of Personnel Resources	*Category Flexibility*

AIRCRAFT ARMAMENT EQUIPMENT

Paygrade	Task Type	Task Statements
E4	CORE	Maintain air-nitrogen systems
E4	CORE	Refill nitrogen bottles

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E6	CORE	Conduct cargo/weapons elevator systems safety briefs
E7	CORE	Conduct explosive handling qualification and certification boards
E6	CORE	Conduct explosive safety and stand down briefs
E6	CORE	Conduct weapons safety briefs
E7	CORE	Coordinate Explosive Ordnance Disposal (EOD) support
E7	NON-CORE	Coordinate explosive safety routes
E7	NON-CORE	Coordinate forward base communications
E7	NON-CORE	Coordinate forward base mode of transportation
E7	NON-CORE	Coordinate forward base security requirements
E7	CORE	Coordinate ordnance offloads
E7	CORE	Coordinate ordnance onloads
E7	CORE	Coordinate ordnance requirements with operations
E7	NON-CORE	Designate forward weapons assembly areas

E7	NON-CORE	Direct Explosive Ordnance Disposal (EOD) team responses
E6	CORE	Direct magazine damage control personnel
E6	CORE	Direct magazine medical emergency response personnel
E7	CORE	Direct Otto fuel casualty personnel
E5	CORE	Instruct gun crews on emergency procedures
E6	CORE	Manage ammunition inventories
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) programs
E7	NON-CORE	Manage bombing range operations
E7	CORE	Manage cargo/weapons elevator license programs
E7	NON-CORE	Manage Combat Aircraft Loading Areas (CALA)
E7	CORE	Manage Consolidated Ships Maintenance Plans (CSMP)
E7	CORE	Manage Coordinated Shipboard Allowance Lists (COSAL)
E6	CORE	Manage explosive safety programs
E7	CORE	Manage explosives handling personnel qualification and certification programs
E7	CORE	Manage force protection operations
E6	CORE	Manage force protection personnel
E6	CORE	Manage hot work evolutions
E6	CORE	Manage magazine and locker inventories
E6	CORE	Manage magazine sprinkler system inspections
E6	CORE	Manage Material Handling Equipment (MHE) maintenance, test and inspection programs
E6	CORE	Manage Ordnance Handling Equipment (OHE) program
E6	CORE	Manage ordnance inspections
E6	CORE	Manage ordnance inventories
E6	CORE	Manage ordnance magazine system maintenance
E7	CORE	Manage ordnance operations
E6	CORE	Manage ordnance reports
E6	CORE	Manage ordnance stowage
E6	CORE	Manage Shore-based Consolidated Allowance Lists (SHORCAL)
E7	CORE	Manage weapons load plans
E6	CORE	Monitor Arms, Ammunition, and Explosive (AA&E) programs
E5	CORE	Supervise aircraft configuration
E6	CORE	Supervise cargo/weapons elevator maintenance
E5	CORE	Supervise magazine and locker inventories
E6	CORE	Supervise magazine sprinkler system tests
E5	CORE	Supervise ordnance handling
E5	CORE	Supervise ordnance stowage
E5	CORE	Supervise pneumatic operations
E5	CORE	Supervise weapons facility inspections

E6	CORE	Supervise Weapons Support Equipment (WSE) maintenance

ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Armament Weapons Support Equipment (AWSE) pre-operational checks
E4	CORE	Configure Armament Weapons Support Equipment (AWSE)
E4	CORE	Configure Ordnance Handling Equipment (OHE) and Material Handling Equipment (MHE)
E4	CORE	Inspect Weapons Support Equipment (WSE)
E4	CORE	Maintain Armament Weapons Support Equipment (AWSE)
E4	CORE	Maintain Electric Explosive (EE) forklifts
E4	CORE	Maintain Material Handling Equipment (MHE) and Ordnance Handling Equipment (OHE)
E4	CORE	Operate Armament Weapons Support Equipment (AWSE)
E4	CORE	Operate Electrical Explosive (EE) forklift
E4	CORE	Operate pneumatic systems
E6	CORE	Schedule Material Handling Equipment (MHE) and Ordnance Handling Equipment (OHE) maintenance

ORDNANCE MAINTENANCE: GUNS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Configure small arms gun mounts
E4	CORE	Maintain Crew-Served Weapons (CSW)
E4	CORE	Maintain small arms

ORDNANCE MAINTENANCE: MAGAZINES/ELEVATORS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct cargo/weapons elevator pre-operational checks
E6	CORE	Coordinate cargo/weapons elevators maintenance
E6	CORE	Coordinate magazine alarm systems maintenance
E6	CORE	Coordinate magazine sprinkler systems maintenance
E4	CORE	Maintain cargo/weapons elevators
E4	CORE	Maintain magazines and Ready Service Lockers (RSL)
E4	CORE	Operate cargo/weapons elevator systems
E4	CORE	Troubleshoot cargo/weapons elevator systems

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct ordnance issue and receipt inspections
E5	CORE	Inspect Conventional Ammunition Loading Area (CALA)
E4	CORE	Inspect magazine safety devices
E4	CORE	Inspect magazine security alarm systems
E4	CORE	Inspect magazines and Ready Service Lockers (RSL)

E4	CORE	Inspect missile launchers and components
E5	CORE	Inspect weapons facilities
E6	CORE	Investigate explosive mishaps
E5	CORE	Monitor ordnance material requisitioning and supply status
E6	CORE	Monitor Arms, Ammunition, and Explosives (AA&E) programs
E6	CORE	Monitor explosive safety programs
E6	CORE	Monitor explosive vehicle operator training and licensing programs
E5	CORE	Monitor magazine alarm systems
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Monitor Naval Ordnance Maintenance Management Programs (NOMMP)
E6	CORE	Monitor ordnance evolutions
E7	CORE	Monitor ordnance offloads and onloads
E5	CORE	Perform Quality Assurance Safety Observer (QASO) functions

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Develop Crew-Served Weapons (CSW) casualty drills
E4	CORE	Document aircraft weapon systems maintenance
E6	CORE	Generate Engineering Investigation (EI) reports
E6	NON-CORE	Generate ships force maintenance work packages on cargo/weapons elevator systems
E6	CORE	Incorporate Airborne Weapon Changes (AWC)
E5	CORE	Incorporate equipment Technical Directives (TD)
E5	CORE	Inventory Arms, Ammunition and Explosives (AA&E)
E4	CORE	Inventory ordnance
E5	CORE	Issue and receive Armament Weapons Support Equipment (AWSE)
E6	CORE	Maintain ammunition administrative documents
E6	NON-CORE	Maintain military construction and explosive site approval requests
E7	NON-CORE	Maintain ordnance site approval packages
E5	CORE	Perform fleet sentencing
E6	CORE	Prepare Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP) reports
E6	CORE	Prepare ordnance requisitions
E6	CORE	Process Notice of Ammunition Reclassifications (NAR)
E5	CORE	Report Armament Weapons Support Equipment (AWSE) status
E6	CORE	Report explosive mishaps
E5	CORE	Report ordnance discrepancies
E5	CORE	Report ordnance status
E6	CORE	Report safety mishaps
E5	CORE	Report Support Equipment (SE) misuse and abuse
E6	CORE	Request depot level maintenance

E7	CORE	Request Hazards of Electromagnetic Radiation to Ordnance (HERO) conditions
E6	CORE	Request Individual Component Repair List (ICRL) Changes
E6	CORE	Request Individual Material Readiness List (IMRL) changes
E6	CORE	Request magazine Ship Alterations (SHIPALT)
E6	CORE	Schedule Armament Weapons Support Equipment (AWSE) maintenance
E6	CORE	Submit ordnance expenditure reports
E5	CORE	Track ordnance inventory locations
E4	CORE	Update aircraft ordnance configuration board
E5	CORE	Update monthly maintenance plans

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	CORE	Assemble and disassemble aircraft ordnance
E4	CORE	Conduct ordnance strike-up/strike-down procedures
E5	CORE	Conduct weapons transfer and acceptance inspections
E4	CORE	Handle aerial targets
E4	CORE	Handle aircraft egress system explosives
E4	CORE	Handle ammunition
E4	CORE	Handle bombs
E4	CORE	Handle Cartridge Actuated Devices (CAD)
E4	CORE	Handle Crew-Served Weapons (CSW)
E4	CORE	Handle expendable countermeasures
E4	CORE	Handle mines
E4	CORE	Handle missiles
E4	CORE	Handle Precision Guided Munitions (PGM)
E4	CORE	Handle pyrotechnics
E4	CORE	Handle rockets
E4	CORE	Handle small arms
E4	CORE	Handle sonobouys
E4	CORE	Handle Sound Underwater Signals (SUS)
E4	CORE	Handle Tactical Air Launched Decoys (TALD)
E4	CORE	Handle torpedoes
E4	CORE	Inspect aircraft ordnance
E4	CORE	Inspect ammunition
E6	CORE	Inspect Landing Force Operational Reserve Material (LFORM)
E4	CORE	Operate small arms
E5	CORE	Program and test aircraft ordnance
E4	CORE	Stow ordnance
E5	CORE	Transport ordnance
E4	CORE	Transport small arms

WEAPONS SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Conduct post fire checks
E5	CORE	Conduct weapons operational inspections
E4	CORE	Inspect grounding devices
E4	CORE	Maintain jettison ramps

Job Title **Job Code**

Ammunition Logistics Manager 002183

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Management	TBD	AMMUNITION LOGISTICS MANAGER	AMMO MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AO	NEC 6813

Job Description

Ammunition Logistics Managers serve as the ammunition accountant; and under limited supervision, prepare and maintain ammunition records and ammunition transaction reports.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aviation Ordnance	164600	Storage and Distribution	11-3071.02	Management

Skills	***Abilities***
Management of Material Resources	*Information Ordering*
Quality Control Analysis	*Written Comprehension*
Writing	*Deductive Reasoning*
Monitoring	*Written Expression*
Critical Thinking	*Problem Sensitivity*
Operation and Control	*Inductive Reasoning*
Reading Comprehension	*Time Sharing*
Complex Problem Solving	*Category Flexibility*
Equipment Selection	*Gross Body Coordination*
Equipment Maintenance	*Mathematical Reasoning*

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Coordinate airlift requirements
E7	CORE	Coordinate ordnance offloads
E7	CORE	Coordinate ordnance onloads
E7	NON-CORE	Coordinate surface lift requirements
E6	CORE	Coordinate weapon deliveries and ordnance transportation
E6	CORE	Manage ammunition inventories
E6	CORE	Manage Ammunition Transaction Reports (ATR)
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) programs
E7	CORE	Manage Consolidated Ships Maintenance Plans (CSMP)
E7	CORE	Manage Coordinated Shipboard Allowance Lists (COSAL)
E6	CORE	Manage explosive safety programs
E7	CORE	Manage explosives handling personnel qualification and certification programs
E7	CORE	Manage force protection operations
E7	CORE	Manage Non-Combat Expenditure Allocation (NCEA)
E6	CORE	Manage ordnance accounts
E7	CORE	Manage ordnance allowance accounts
E6	CORE	Manage ordnance inventories
E7	CORE	Manage ordnance operations
E6	CORE	Manage ordnance reports

E6	CORE	Manage ordnance shipping and receiving documents
E6	CORE	Manage ordnance stowage
E7	CORE	Manage weapons load plans
E5	CORE	Supervise ordnance handling
E5	CORE	Supervise ordnance stowage

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct ordnance issue and receipt inspections
E5	CORE	Inspect weapons facilities
E5	CORE	Monitor ordnance material requisitioning and supply status
E6	CORE	Monitor Arms, Ammunition, and Explosives (AA&E) programs
E7	CORE	Monitor ordnance offloads and onloads
E5	CORE	Transfer custody of small arms

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Incorporate equipment Technical Directives (TD)
E7	NON-CORE	Initiate waiver exemption, deviation, and secretarial certification requests
E5	CORE	Inventory Arms, Ammunition and Explosives (AA&E)
E4	CORE	Inventory ordnance
E6	CORE	Maintain ammunition administrative documents
E6	NON-CORE	Maintain military construction and explosive site approval requests
E6	CORE	Maintain ordnance logs and records
E7	NON-CORE	Maintain ordnance site approval packages
E6	CORE	Maintain Retail Ordnance Logistics Management System (ROLMS) databases
E5	CORE	Perform fleet sentencing
E6	CORE	Prepare ordnance requisitions
E6	CORE	Process Notice of Ammunition Reclassifications (NAR)
E5	CORE	Report ordnance discrepancies
E5	CORE	Report ordnance status
E6	CORE	Report safety mishaps
E6	CORE	Request magazine Ship Alterations (SHIPALT)
E7	CORE	Request ordnance prepositions
E7	CORE	Requisition ordnance
E5	CORE	Submit Ammunition Transaction Reports (ATR)
E5	CORE	Submit Military Standard Requisitioning and Issue Procedures (MILSTRIP) requisitions
E6	CORE	Submit ordnance expenditure reports
E5	CORE	Track ordnance inventory locations
E5	CORE	Update monthly maintenance plan

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E5	CORE	Conduct weapons transfer and acceptance inspections
E4	CORE	Handle small arms
E4	CORE	Operate small arms

Job Title **Job Code**

Squadron Ordnance Technician 002228

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	TBD	SQUADRON ORDNANCE TECHNICIAN	ORD TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AO	83XX/88XX series NEC

Job Description

Squadron Ordnance Technicians perform organizational level maintenance and weapons loading/downloading on fixed and rotary wing aircraft; maintain and inspect airborne weapons and Armament Weapons Support Equipment (AWSE), including aircraft guns, gun accessories, aerial towed target equipment, small arms, ammunition, and weapons Aircraft Armament Equipment (AAE); and load and download aircraft gun ammunition, aerial mines, air-launched torpedoes, precision-guided munitions, countermeasures, sonobuoys, pyrotechnics, and air-launched guided missiles.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aviation Ordnance	164600	Aircraft Structure, Surfaces, Rigging, and Systems Assemblers	51-2011.00	Production

Skills	***Abilities***
Quality Control Analysis	*Information Ordering*
Equipment Maintenance	*Written Comprehension*
Writing	*Deductive Reasoning*
Management of Material Resources	*Written Expression*
Installation	*Problem Sensitivity*
Critical Thinking	*Gross Body Coordination*
Operation and Control	*Inductive Reasoning*
Coordination	*Oral Expression*
Monitoring	*Multi-limb Coordination*
Speaking	*Dynamic Strength*

AIRCRAFT ARMAMENT EQUIPMENT

Paygrade	Task Type	Task Statements
E4	CORE	Inspect Aircraft Armament Equipment (AAE)
E4	CORE	Inventory Aircraft Armament Equipment (AAE)
E4	CORE	Maintain aircraft bomb racks
E4	CORE	Maintain aircraft gun systems
E4	CORE	Maintain aircraft pylons
E4	CORE	Maintain air-nitrogen systems
E4	CORE	Maintain missile launchers
E5	CORE	Prepare Aircraft Armament Equipment (AAE) materials for shipping
E4	CORE	Repair Aircraft Armament Equipment (AAE)
E4	CORE	Test aircraft pylons
E4	CORE	Test bomb racks
E4	CORE	Test missile launchers
E4	CORE	Troubleshoot Aircraft Armament Equipment (AAE)

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E7	CORE	Conduct explosive handling qualification and certification boards
E6	CORE	Conduct explosive safety and stand down briefs

E7	NON-CORE	Conduct Forward Arming Refueling Point (FARP) operations
E6	CORE	Conduct weapons safety briefs
E7	CORE	Coordinate Explosive Ordnance Disposal (EOD) support
E6	CORE	Coordinate ordnance evolutions with maintenance control
E7	CORE	Coordinate ordnance requirements with operations
E7	NON-CORE	Direct Explosive Ordnance Disposal (EOD) team responses
E5	CORE	Instruct gun crews on emergency procedures
E6	CORE	Manage Aircraft Armament Equipment (AAE) inventories
E6	CORE	Manage aircraft ordnance configuration boards
E6	CORE	Manage ammunition inventories
E6	CORE	Manage arm and de-arm teams
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) programs
E7	NON-CORE	Manage bombing range operations
E7	NON-CORE	Manage Combat Aircraft Loading Areas (CALA)
E6	CORE	Manage explosive safety programs
E7	CORE	Manage explosives handling personnel qualification and certification programs
E7	CORE	Manage force protection operations
E6	CORE	Manage magazine and locker inventories
E6	NON-CORE	Manage major components overhaul on light weight gun mounts
E7	CORE	Manage Non-Combat Expenditure Allocation (NCEA)
E6	CORE	Manage ordnance inspections
E6	CORE	Manage ordnance inventories
E7	CORE	Manage ordnance operations
E6	CORE	Manage ordnance reports
E6	CORE	Manage ordnance shipping and receiving documents
E5	CORE	Manage Single Hoist Ordnance Loading System (SHOLS) inventories
E6	CORE	Manage squadron ordnance programs
E7	CORE	Manage weapons load plans
E6	CORE	Monitor Arms, Ammunition, and Explosive (AA&E) programs
E5	CORE	Supervise Aircraft Armament Equipment (AAE) maintenance
E5	CORE	Supervise aircraft armament systems maintenance
E5	CORE	Supervise aircraft configuration
E5	CORE	Supervise aircraft ordnance assembly and disassembly
E5	CORE	Supervise magazine and locker inventories
E5	CORE	Supervise ordnance handling
E5	CORE	Supervise ordnance stowage
E5	CORE	Supervise weapons release and control checks

ORDNANCE MAINTENANCE: AIRBORNE WEAPONS SUPPORT EQUIPMENT (AWSE)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Armament Weapons Support Equipment (AWSE) pre-operational checks
E4	CORE	Configure Armament Weapons Support Equipment (AWSE)
E4	CORE	Configure Ordnance Handling Equipment (OHE) and Material Handling Equipment (MHE)
E4	CORE	Maintain Armament Weapons Support Equipment (AWSE)
E4	CORE	Maintain Material Handling Equipment (MHE) and Ordnance Handling Equipment (OHE)
E4	CORE	Maintain Single Hoist Ordnance Loading Systems (SHOLS)
E4	CORE	Operate Armament Weapons Support Equipment (AWSE)

ORDNANCE MAINTENANCE: GUNS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Configure small arms gun mounts
E4	CORE	Maintain Crew-Served Weapons (CSW)
E4	CORE	Maintain small arms
E4	CORE	Test gun systems

ORDNANCE MAINTENANCE: MAGAZINES/ELEVATORS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain magazines and Ready Service Lockers (RSL)

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Certify ordnance load out safe for flight
E5	CORE	Conduct aircraft transfer and acceptance inspections
E5	CORE	Conduct aircraft turnaround inspections
E5	CORE	Conduct ordnance issue and receipt inspections
E4	CORE	Inspect magazines and Ready Service Lockers (RSL)
E4	CORE	Inspect missile launchers and components
E5	CORE	Inspect weapons facilities
E6	CORE	Investigate explosive mishaps
E5	CORE	Monitor ordnance material requisitioning and supply status
E6	CORE	Monitor Arms, Ammunition, and Explosives (AA&E) programs
E6	CORE	Monitor explosive safety programs
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Monitor Naval Ordnance Maintenance Management Programs (NOMMP)
E6	CORE	Monitor ordnance evolutions
E5	CORE	Perform Quality Assurance Safety Observer (QASO) functions
E7	NON-CORE	Release aircraft safe for flight

E5	CORE	Transfer custody of small arms

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Develop aircraft load plans
E7	CORE	Develop Crew-Served Weapons (CSW) casualty drills
E7	CORE	Develop light weight gun system casualty drills
E4	CORE	Document aircraft weapon systems maintenance
E6	CORE	Document captive carry flight hours
E6	CORE	Generate Engineering Investigation (EI) reports
E6	CORE	Incorporate Airborne Weapon Changes (AWC)
E5	CORE	Incorporate equipment Technical Directives (TD)
E5	CORE	Inventory Arms, Ammunition and Explosives (AA&E)
E4	CORE	Inventory gun systems
E4	CORE	Inventory ordnance
E5	CORE	Issue and receive Armament Weapons Support Equipment (AWSE)
E6	CORE	Maintain ammunition administrative documents
E6	CORE	Maintain ordnance logs and records
E5	CORE	Perform fleet sentencing
E6	CORE	Prepare (K) pool reports
E6	CORE	Prepare Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP) reports
E6	CORE	Prepare ordnance requisitions
E6	CORE	Process Notice of Ammunition Reclassifications (NAR)
E6	CORE	Report aircraft gun systems status
E6	CORE	Report explosive mishaps
E5	CORE	Report ordnance discrepancies
E5	CORE	Report ordnance status
E6	CORE	Report safety mishaps
E5	CORE	Report Support Equipment (SE) misuse and abuse
E6	CORE	Request depot level maintenance
E7	CORE	Request Hazards of Electromagnetic Radiation to Ordnance (HERO) conditions
E6	CORE	Request Individual Component Repair List (ICRL) changes
E6	CORE	Request Individual Material Readiness List (IMRL) changes
E7	CORE	Request ordnance prepositions
E7	CORE	Requisition ordnance
E5	CORE	Submit Ammunition Transaction Reports (ATR)
E5	CORE	Submit Military Standard Requisitioning and Issue Procedures (MILSTRIP) requisitions
E6	CORE	Submit ordnance expenditure reports

E6	CORE	Submit post fire reports
E5	CORE	Update Airborne Weapons Information System (AWIS)
E4	CORE	Update aircraft ordnance configuration board
E5	CORE	Update monthly maintenance plan

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	CORE	Arm and de-arm aircraft weapons systems
E4	CORE	Assemble and disassemble aircraft ordnance
E5	CORE	Conduct weapons transfer and acceptance inspections
E4	CORE	Handle aerial targets
E4	CORE	Handle aircraft egress system explosives
E4	CORE	Handle ammunition
E4	CORE	Handle bombs
E4	CORE	Handle Cartridge Actuated Devices (CAD)
E4	CORE	Handle Crew-Served Weapons (CSW)
E4	CORE	Handle expendable countermeasures
E4	CORE	Handle mines
E4	CORE	Handle missiles
E4	CORE	Handle Precision Guided Munitions (PGM)
E4	CORE	Handle pyrotechnics
E4	CORE	Handle rockets
E4	CORE	Handle small arms
E4	CORE	Handle sonobouys
E4	CORE	Handle Sound Underwater Signals (SUS)
E4	CORE	Handle Tactical Air Launched Decoys (TALD)
E4	CORE	Handle torpedoes
E4	CORE	Inspect aircraft ordnance
E4	CORE	Inspect ammunition
E4	CORE	Load and download aircraft ordnance
E4	CORE	Operate small arms
E5	CORE	Program and test aircraft ordnance
E4	CORE	Stow ordnance
E5	CORE	Transport ordnance
E4	CORE	Transport small arms

WEAPONS SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Conduct post fire checks
E4	CORE	Conduct weapon systems functional checks

E4	CORE	Conduct weapon systems release and control checks
E5	CORE	Conduct weapons operational inspections
E4	CORE	Configure aircraft for loading evolutions
E4	CORE	Inspect grounding devices
E4	CORE	Maintain aircraft armament systems
E4	CORE	Remove and replace aircraft armament systems
E4	CORE	Troubleshoot aircraft armament systems

Job Title **Job Code**

Aviation Ordnance Quality Assurance Safety Supervisor 002273

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Architecture and Engineering	TBD	AVIATION ORDNANCE QA SUP	AO QASS

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AO	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Aviation Ordnance Quality Assurance Safety Supervisors inform personnel of the hazards of ammunition, explosives, safety principles, and practices outlined in applicable governing directives; train personnel on safe operating procedures; and conduct, manage, and monitor the Quality Assurance programs and the inspection/certification of ship and shore-based weapons.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aviation Ordnance	164600	Industrial Safety and Health Engineers	17-2111.01	Architecture and Engineering

Skills	***Abilities***
Quality Control Analysis	*Written Comprehension*
Monitoring	*Information Ordering*
Management of Material Resources	*Problem Sensitivity*
Operation and Control	*Inductive Reasoning*
Writing	*Written Expression*
Equipment Maintenance	*Oral Expression*
Critical Thinking	*Deductive Reasoning*
Speaking	*Category Flexibility*
Management of Personnel Resources	*Time Sharing*
Reading Comprehension	*Oral Comprehension*

AIRCRAFT ARMAMENT EQUIPMENT

Paygrade	Task Type	Task Statements
E5	CORE	Prepare Aircraft Armament Equipment (AAE) materials for shipping

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E6	CORE	Conduct cargo/weapons elevator systems safety briefs
E7	CORE	Conduct explosive handling qualification and certification boards
E6	CORE	Conduct explosive safety and stand down briefs
E7	NON-CORE	Conduct Forward Arming Refueling Point (FARP) operations
E6	CORE	Conduct weapons safety briefs
E7	CORE	Coordinate Explosive Ordnance Disposal (EOD) support
E7	NON-CORE	Coordinate explosive safety routes
E7	NON-CORE	Coordinate forward base communications
E7	NON-CORE	Coordinate forward base mode of transportation
E7	NON-CORE	Coordinate forward base security requirements
E7	CORE	Coordinate ordnance offloads
E7	CORE	Coordinate ordnance onloads
E7	NON-CORE	Direct Explosive Ordnance Disposal (EOD) team responses
E5	CORE	Instruct gun crews on emergency procedures
E6	CORE	Manage aircraft ordnance configuration boards

E6	CORE	Manage arm and de-arm teams
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) programs
E7	CORE	Manage force protection operations
E6	CORE	Manage hot work evolutions
E6	CORE	Manage ordnance reports
E5	CORE	Supervise aircraft configuration
E6	CORE	Supervise magazine sprinkler system tests
E5	CORE	Supervise ordnance handling
E5	CORE	Supervise weapons facility inspections

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E6	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Audit ordnance programs
E5	CORE	Conduct aircraft transfer and acceptance inspections
E5	CORE	Conduct aircraft turnaround inspections
E6	CORE	Conduct Quality Assurance (QA) aircraft inspections
E4	CORE	Inspect magazine safety devices
E4	CORE	Inspect magazine security alarm systems
E4	CORE	Inspect magazines and Ready Service Lockers (RSL)
E5	CORE	Inspect weapons facilities
E6	CORE	Investigate explosive mishaps
E6	CORE	Monitor Arms, Ammunition, and Explosives (AA&E) programs
E6	CORE	Monitor explosive safety programs
E6	CORE	Monitor explosive vehicle operator training and licensing programs
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Monitor Naval Ordnance Maintenance Management Programs (NOMMP)
E6	CORE	Monitor ordnance evolutions
E7	CORE	Monitor ordnance offloads and onloads
E5	CORE	Perform Quality Assurance Safety Observer (QASO) functions
E7	NON-CORE	Release aircraft safe for flight
E4	CORE	Report explosive safety non-compliance

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Develop aircraft load plans
E7	CORE	Develop Crew-Served Weapons (CSW) casualty drills
E7	CORE	Develop light weight gun system casualty drills
E4	CORE	Document aircraft weapon systems maintenance
E6	CORE	Generate Engineering Investigation (EI) reports

E6	CORE	Incorporate Airborne Weapon Changes (AWC)
E5	CORE	Incorporate equipment Technical Directives (TD)
E7	NON-CORE	Initiate waiver exemption, deviation, and secretarial certification requests
E5	CORE	Inventory Arms, Ammunition and Explosives (AA&E)
E6	CORE	Maintain ammunition administrative documents
E7	NON-CORE	Maintain ordnance site approval packages
E5	CORE	Perform fleet sentencing
E6	CORE	Prepare Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP) reports
E6	CORE	Report explosive mishaps
E5	CORE	Report ordnance discrepancies
E6	CORE	Report safety mishaps
E5	CORE	Report Support Equipment (SE) misuse and abuse
E6	CORE	Request Individual Material Readiness List (IMRL) changes
E5	CORE	Update monthly maintenance plan

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	CORE	Inspect aircraft ordnance
E4	CORE	Inspect ammunition
E6	CORE	Inspect Landing Force Operational Reserve Material (LFORM)
E4	CORE	Operate small arms

WEAPONS SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct weapons operational inspections
E4	CORE	Inspect grounding devices

CHAPTER 10

AVIATION SUPPORT EQUIPMENT TECHNICIAN (AS)

NAVPERS 18068-10D
CH-42

AVIATION SUPPORT EQUIPMENT TECHNICIAN (AS) TABLE OF CONTENTS

SCOPE OF RATING	AS-3
GENERAL INFORMATION	AS-4
AVIATION SUPPORT EQUIPMENT TECHNICIAN	AS-5
CORROSION CONTROL	AS-5
ELECTRO/MECHANICAL MAINTENANCE	AS-5
GENERAL SUPPORT EQUIPMENT	AS-6
HYDRAULIC/PNEUMATIC MAINTENANCE	AS-7
MANAGEMENT	AS-8
MECHANICAL MAINTENANCE	AS-9
QUALITY ASSURANCE	AS-10
TECHNICAL ADMINISTRATION	AS-11

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AVIATION SUPPORT EQUIPMENT TECHNICIAN (AS)

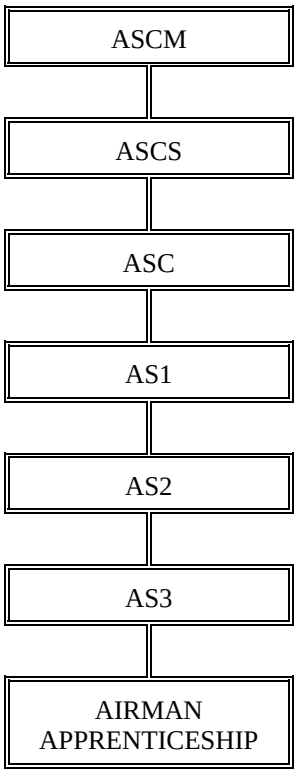
SCOPE OF RATING

Aviation Support Equipment Technicians (AS) perform preventive and corrective maintenance on aviation support equipment, aviation armament handling equipment, aviation mobile firefighting units, and associated components and systems; service, inspect, test, troubleshoot, and repair gasoline and diesel engine systems, transmission systems, hydraulic, hydrostatic, and pneumatic systems, steering and suspension systems, cryogenic systems, electrical systems, gas turbine compressor units, electrical and hydraulic power generating equipment, and air-conditioning and refrigeration systems (excluding avionics support equipment); manage support equipment assets at different command levels; and provide training in operation of aviation support equipment.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 10.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Aviation Support Equipment Technician

Job Code

002320

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	4900-3023.01	AVIATION SUPPORT EQUIPMENT TEC	ASE TEC

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	AS	A/J/M	NEC 1589, 7222, 76XX series, 83XX series, 9549, and 9590

Job Description

Aviation Support Equipment Technicians perform scheduled and unscheduled maintenance on aircraft support equipment. They perform maintenance (adjust, troubleshoot, and repair) on mechanical systems (diesel engines, gas turbine compressor systems, brake systems, transmission systems, welding and structural repair equipment), air conditioning and refrigeration systems (compressors, condensers, evaporators, refrigerant reclaimer equipment and plumbing components, reclaiming of refrigerant), electrical systems (Mobile Electrical Power Plant (MEPP) systems, aircraft tow tractors electrical systems, forklift electrical systems, and numerous other support equipment electrical systems), mobile maintenance facility (electrical/structural corrosion control, mobile facility van complexing, environmental control units), cryogenic equipment (gaseous and liquid oxygen servicing systems, gaseous nitrogen servicing systems and oxygen system purge units), hydraulic/pneumatic systems (hydraulic test stands, aircraft and automotive lifting devices, maintenance platforms, various pumps, actuators and accumulators). They also perform support equipment management, training and licensing, by planning, organizing, scheduling, and implementing daily maintenance tasks and training requirements.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Aircraft Accessories	160200	Automotive Master Mechanics	Installation, Maintenance, and Repair
160	16	49-3023.01	49

CORROSION CONTROL

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Identify corrosion treatment		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Problem Sensitivity*
E4	CORE	Identify corrosion types		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Problem Sensitivity*
E4	CORE	Perform corrosion control maintenance		
			Equipment Selection	*Deductive Reasoning*
			Repairing	*Manual Dexterity*
E4	CORE	Perform preservation procedures		
			Equipment Selection	*Deductive Reasoning*
			Repairing	*Manual Dexterity*

ELECTRO/MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Build power cables for Mobile/Maintenance Facility (MMF) support		
			Equipment Maintenance	*Deductive Reasoning*
			Installation	*Problem Sensitivity*
E4	CORE	Maintain air conditioning and refrigeration equipment		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain air conditioning and refrigeration reclaimer equipment		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain Environmental Control Unit (ECU) systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain Mobile Electric Power Plant (MEPP) systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain Mobile Maintenance Facility (MMF) generator systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*

E4	CORE	Maintain Mobile Maintenance Facility (MMF) systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Repair Environmental Control Unit (ECU) components		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair Mobile Electric Power Plant (MEPP) systems		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair Mobile Maintenance Facility (MMF) components		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Repair Mobile Maintenance Facility (MMF) generator systems		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test air conditioning and refrigeration equipment components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test air conditioning and refrigeration reclaimer equipment system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test Environmental Control Unit (ECU) components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test Mobile Electric Power Plant (MEPP) electrical components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test Mobile Maintenance Facility (MMF) components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test Mobile Maintenance Facility (MMF) generator components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Troubleshoot air conditioning and refrigeration equipment components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot air conditioning and refrigeration reclaimer equipment components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot Environmental Control Units (ECU)		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot leak points on Environmental Control Unit (ECU) components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot Mobile Electric Power Plant (MEPP) components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot Mobile Maintenance Facility (MMF) components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot Mobile Maintenance Facility (MMF) generator components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*

GENERAL SUPPORT EQUIPMENT MAINTENANCE

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct flight deck troubleshooter operations		
			Complex Problem Solving	*Auditory Attention*
			Coordination	*Spatial Orientation*
E4	CORE	Maintain aircraft Peculiar Support Equipment (PSE) systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain Common Support Equipment (CSE) systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*

E4	CORE	Maintain Material Handling Equipment (MHE) systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Repair aircraft Peculiar Support Equipment (PSE) systems		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair Common Support Equipment (CSE) systems		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test aircraft Peculiar Support Equipment (PSE) components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test Common Support Equipment (CSE) components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Troubleshoot aircraft Peculiar Support Equipment (PSE) equipment systems		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot Common Support Equipment (CSE) components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*

HYDRAULIC/PNEUMATIC MAINTENANCE

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Maintain gaseous nitrogen support equipment		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain gaseous oxygen support equipment		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain hydraulic contamination controls		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain Liquid Oxygen (LOX) support equipment		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain support equipment hydraulic power supplies		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain support equipment hydraulic purification equipment		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain support equipment Hydraulic Servicing Units (HSU)		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Perform support equipment hydraulic purification procedures		
			Equipment Selection	*Deductive Reasoning*
			Repairing	*Problem Sensitivity*
E4	CORE	Recharge air condition and refrigeration equipment refrigerants		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Recharge Environmental Control Unit (ECU) refrigerants		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Recover air condition and refrigeration equipment refrigerants		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Recover Environmental Control Unit (ECU) refrigerants		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair air conditioning and refrigeration equipment		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair air conditioning and refrigeration reclaimer equipment		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*

E4	CORE	Repair gaseous nitrogen support equipment		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Repair gaseous oxygen support equipment		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair hydraulic system components		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Repair Liquid Oxygen (LOX) support equipment		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair support equipment hydraulic power supply		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair support equipment hydraulic purification equipment		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test gaseous nitrogen system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test gaseous oxygen system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test hydraulic fluids for contamination		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test hydraulic system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test Liquid Oxygen (LOX) system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test support equipment hydraulic power supply system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test support equipment hydraulic purification components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Troubleshoot gaseous nitrogen system components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot gaseous oxygen components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot Liquid Oxygen (LOX) components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot support equipment hydraulic power supply components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot support equipment hydraulic purification equipment components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot support equipment Hydraulic Servicing Units (HSU)		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*

MANAGEMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Coordinate Due-In From Maintenance (DIFM) reports		
			Critical Thinking	*Inductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E7	CORE	Manage curriculum development of Apprentice and Journeyman schools		
			Judgment and Decision Making	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*

E7	CORE	Manage depot level maintenance requirements		
			Judgment and Decision Making	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*
E7	CORE	Manage division Production Control		
			Coordination	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*
E5	CORE	Manage flight deck troubleshooter operations		
			Coordination	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*
E7	CORE	Manage Intermediate level maintenance requirements		
			Equipment Selection	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*
E5	CORE	Manage material control assets		
			Equipment Selection	*Deductive Reasoning*
			Management of Material Resources	*Originality*
E6	CORE	Manage production control processes		
			Coordination	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*
E5	CORE	Manage support equipment asset inventories		
			Equipment Selection	*Deductive Reasoning*
			Management of Material Resources	*Originality*
E5	CORE	Manage support equipment issues and receipts		
			Coordination	*Deductive Reasoning*
			Management of Material Resources	*Originality*
E5	CORE	Manage support equipment logs and records		
			Management of Material Resources	*Deductive Reasoning*
			Writing	*Originality*
E6	CORE	Manage support equipment tool room operations		
			Equipment Selection	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*
E6	CORE	Manage technical directives compliance programs		
			Instructing	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*
E5	CORE	Manage training and support equipment operator licensing programs		
			Instructing	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*

MECHANICAL MAINTENANCE

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Maintain aircraft crash and salvage equipment		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain aircraft tow tractor systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain de-icing equipment systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain gas turbine engine systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E4	CORE	Maintain Weapons Handling Equipment (WHE) systems		
			Equipment Maintenance	*Deductive Reasoning*
			Systems Evaluation	*Inductive Reasoning*
E5	CORE	Repair aircraft crash and salvage systems		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair aircraft tow tractor systems		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair de-icing equipment systems		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair gas turbine engine components		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*

E4	CORE	Repair Material Handling Equipment (MHE) systems		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Repair Weapons Handling Equipment (WHE) systems		
			Equipment Maintenance	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Test aircraft crash and salvage equipment system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test aircraft tow tractor system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test de-icing equipment system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test gas turbine engine components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test Material Handing Equipment (MHE) system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Test Weapons Handling Equipment (WHE) system components		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Troubleshoot aircraft crash and salvage components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot aircraft tow tractor system components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot de-icing equipment components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot gas turbine engine components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot Material Handling Equipment (MHE) components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*
E4	CORE	Troubleshoot Weapons Handling Equipment (WHE) components		
			Systems Analysis	*Originality*
			Troubleshooting	*Problem Sensitivity*

QUALITY ASSURANCE

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Inspect air conditioning and refrigeration equipment		
			Operation Monitoring	*Deductive Reasoning*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect air conditioning and refrigeration reclaimer equipment		
			Operation Monitoring	*Deductive Reasoning*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect aircraft crash and salvage equipment systems		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Inspect aircraft Peculiar Support Equipment (PSE) systems		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Inspect aircraft tow tractor systems		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Inspect Common Support Equipment (CSE) systems		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Inspect de-icing equipment systems		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*

E4	CORE	Inspect Environmental Control Unit (ECU) systems		
			Operation Monitoring	*Deductive Reasoning*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect gas turbine engine systems		
			Operation Monitoring	*Deductive Reasoning*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect gaseous nitrogen support equipment		
			Operation Monitoring	*Deductive Reasoning*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect gaseous oxygen support equipment		
			Operation Monitoring	*Deductive Reasoning*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect hydraulic system components		
			Operation Monitoring	*Deductive Reasoning*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect Liquid Oxygen (LOX) support equipment		
			Operation Monitoring	*Deductive Reasoning*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect Material Handling Equipment (MHE) systems		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Inspect Mobile Electric Power Plant (MEPP) systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Deductive Reasoning*
E4	CORE	Inspect Mobile Maintenance Facility (MMF) generator systems		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Inspect Mobile Maintenance Facility (MMF) systems		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Inspect support equipment hydraulic power supplies		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Inspect support equipment hydraulic purification equipment		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Inspect Weapons Handling Equipment (WHE) systems		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E7	CORE	Manage Quality Assurance (QA) program		
			Active Learning	*Deductive Reasoning*
			Management of Personnel Resources	*Originality*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Determine level site locations for Mobile and Maintenance Facilities (MMF)		
			Judgment and Decision Making	*Deductive Reasoning*
			Systems Analysis	*Originality*
E6	CORE	Direct equipment discrepancy report verifications		
			Judgment and Decision Making	*Inductive Reasoning*
			Reading Comprehension	*Originality*
E4	CORE	Document maintenance actions		
			Systems Analysis	*Information Ordering*
			Writing	*Inductive Reasoning*

CHAPTER 11

AVIATION ELECTRONICS TECHNICIAN (AT)

NAVPERS 18068-11E
CH-56

Updated: October 2013

TABLE OF CONTENTS
AVIATION ELECTRONICS TECHNICIAN (INTERMEDIATE) (ATI)

SCOPE OF RATING	AT-3(I)
GENERAL INFORMATION	AT-4(I)
AVIATION CALIBRATION TECHNICIAN	AT-5(I)
AVIONICS SYSTEMS MAINTENANCE	AT-5(I)
ELECTRICAL AND ELECTRONIC MAINTENANCE	AT-5(I)
LOGISTICS AND TECHNICAL ADMINISTRATION	AT-6(I)
QUALITY ASSURANCE	AT-6(I)
TEST EQUIPMENT	AT-6(I)
AVIATION ELECTRONICS INTERMEDIATE LEVEL TECHNICIAN	AT-7(I)
AVIONICS SYSTEMS MAINTENANCE	AT-7(I)
ELECTRICAL AND ELECTRONIC MAINTENANCE	AT-8(I)
LOGISTICS AND TECHNICAL ADMINISTRATION	AT-9(I)
QUALITY ASSURANCE	AT-9(I)
TEST EQUIPMENT	AT-9(I)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

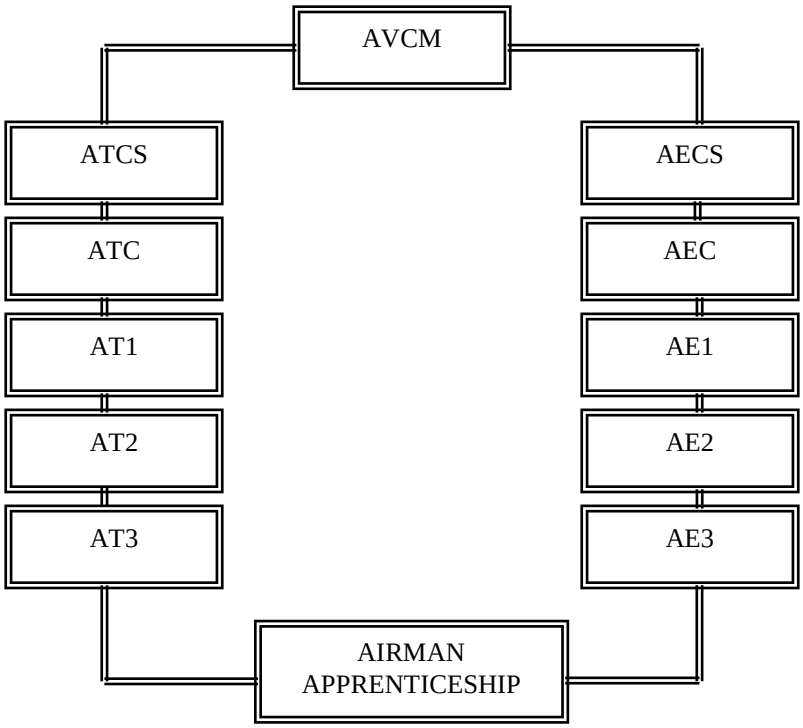
AVIATION ELECTRONICS TECHNICIAN (INTERMEDIATE) (ATI)

SCOPE OF RATING

Aviation Electronics Technicians (Intermediate) (ATI) perform intermediate level maintenance on aviation electronic components supported by conventional and automatic test equipment, including repair of Weapons Replaceable Assemblies (WRA) and Shop Replaceable Assemblies (SRA), and perform test equipment calibration/repair and associated test bench maintenance.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 11.

GENERAL INFORMATION
CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title
Aviation Calibration Technician

Job Code
002365

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	AVIATION CALIBRATION TEC	ACAL TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ATI	NEC's may include 65XX, 66XX, 67XX, 83XX, 88XX series, 7173, 7978

Job Description

Aviation Calibration Technicians communicate with Production Control and Quality Assurance work centers in order to ensure timely and accurate work products according to the Naval Aviation Maintenance Program (NAMP); work to increase the proficiency of the work center by removing and replacing failing components in the following types of equipment: Precision Measuring Equipment (PME), Electronic Test Equipment, and Physical Measuring Equipment; conduct troubleshooting procedures using critical thinking skills and deductive reasoning; are proficient in interpreting schematics for electronic circuits; and have an in-depth understanding of the theory supporting basic and advanced electronic test equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Navigation, Communication, and Countermeasure, N.E.C.	110200	Electrical and Electronics Installers and Repairers, Transportation Equipment	49- 2093.00	Installation, Maintenance, and Repair

Skills	Abilities
Systems Evaluation	*Deductive Reasoning*
Repairing	*Manual Dexterity*
Equipment Maintenance	*Written Comprehension*
Monitoring	*Finger Dexterity*
Quality Control Analysis	*Problem Sensitivity*
Complex Problem Solving	*Written Expression*
Writing	*Inductive Reasoning*
Critical Thinking	*Perceptual Speed*
Equipment Selection	*Selective Attention*
Installation	*Oral Comprehension*

AVIONICS SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Global Positioning System (GPS) components
E4	CORE	Treat corrosion on aircraft electrical and avionics components

ELECTRICAL AND ELECTRONIC MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain support equipment
E7	CORE	Manage electronic maintenance
E4	NON-CORE	Perform Micro-Miniature (2M) repairs
E4	CORE	Repair electronic equipment
E4	NON-CORE	Repair microwave frequency equipment
E4	CORE	Replace Circuit Card Assemblies (CCA)
E4	CORE	Replace Shop Replaceable Assemblies (SRA)
E6	CORE	Supervise electronic maintenance
E4	CORE	Troubleshoot support equipment

LOGISTICS AND TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Brief maintenance operations (Production Control (PC) and workcenter)
E4	CORE	Document maintenance actions
E7	CORE	Manage Broad Arrow requirements
E7	CORE	Manage cannibalization actions
E7	CORE	Manage Production Control (PC)
E5	CORE	Review Maintenance Data Reports (MDR) to include Buffer Management Tool (BMT)
E4	CORE	Safeguard classified material
E6	CORE	Update Monthly Maintenance Plans (MMP)

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct Collateral Duty Inspections (CDI)
E6	CORE	Conduct Quality Assurance (QA) inspections
E4	CORE	Incorporate Technical Directives (TD)
E5	CORE	Inspect test equipment
E6	CORE	Manage the Naval Aviation Maintenance Program (NAMP)
E4	CORE	Monitor climate standards for calibration laboratories
E5	CORE	Monitor Naval Aviation Maintenance Program (NAMP)
E5	CORE	Perform acceptance inspections
E6	CORE	Submit Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP)

TEST EQUIPMENT

Paygrade	Task Type	Task Statements
E4	CORE	Align electronic equipment
E4	NON-CORE	Calibrate dimensional measuring equipment
E4	NON-CORE	Calibrate electronic test equipment
E4	NON-CORE	Calibrate microwave frequency equipment
E4	NON-CORE	Calibrate Precision Measuring Equipment (PME)
E4	CORE	Maintain microwave calibration standards and components
E4	NON-CORE	Repair dimensional measuring equipment
E4	CORE	Repair electronic test equipment
E5	NON-CORE	Repair Precision Measuring Equipment (PME)
E4	CORE	Repair support equipment
E4	CORE	Repair test equipment

Job Title **Job Code**

Aviation Electronics Intermediate Level Technician 002410

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	AVIATION ELECTRONICS I-LVL TEC	IMA TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ATI	NEC's may include 65XX, 66XX, 67XX, 83XX, 88XX series, 7173, 7978

Job Description

Aviation Electronics Intermediate Level Technicians communicate with Production Control and Quality Assurance work centers in order to ensure timely and accurate work products according to the Naval Aviation Maintenance Program (NAMP); inspect, troubleshoot, repair, and maintain a vast array of mission navigation, radar, and communications avionics equipment; have an in-depth understanding of the operational theory of their assigned equipment and knowledge of basic through advanced troubleshooting procedures; and are required to read and interpret schematics for electronics and advanced electronic test equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Navigation, Communication, and Countermeasure, N.E.C.	110200	Electrical and Electronic Repairers, Commercial and Industrial Equipment	49-2094.00	Installation, Maintenance, and Repair

Skills	Abilities
Systems Evaluation	*Deductive Reasoning*
Equipment Maintenance	*Problem Sensitivity*
Equipment Selection	*Written Comprehension*
Troubleshooting	*Selective Attention*
Installation	*Manual Dexterity*
Quality Control Analysis	*Perceptual Speed*
Repairing	*Written Expression*
Monitoring	*Finger Dexterity*
Operation Monitoring	*Inductive Reasoning*
Complex Problem Solving	*Oral Comprehension*

AVIONICS SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Load avionics memory data
E4	CORE	Maintain Automatic Carrier Landing System (ACLS) components
E4	CORE	Maintain data link system components
E4	CORE	Maintain Global Positioning System (GPS) components
E4	CORE	Maintain High Frequency (HF) system components
E4	CORE	Maintain Identification Friend or Foe (IFF) communication system components
E4	CORE	Maintain Instrument Landing System (ILS) components
E4	CORE	Maintain Intercommunication System (ICS) components
E4	CORE	Maintain mission computer system components
E4	CORE	Maintain Tactical Air Navigation (TACAN) system components
E4	CORE	Maintain Ultra High Frequency (UHF) system components
E4	CORE	Maintain Very High Frequency (VHF) system components
E4	CORE	Maintain weapons system components
E4	CORE	Repair Anti-Submarine Warfare (ASW) system components

E4	CORE	Repair avionics system components
E4	CORE	Repair countermeasures system components
E4	CORE	Replace Unit Under Test (UUT) sub-assemblies
E4	CORE	Test Anti-Submarine Warfare (ASW) system components
E4	CORE	Test avionics assemblies and sub-assemblies
E4	CORE	Test countermeasures system components
E4	CORE	Treat corrosion on aircraft electrical and avionics components
E4	CORE	Troubleshoot Anti-Submarine Warfare (ASW) system components
E4	CORE	Troubleshoot avionics assemblies and sub-assemblies
E4	CORE	Troubleshoot Communications Security (COMSEC) system components
E4	CORE	Troubleshoot countermeasures system components
E4	CORE	Troubleshoot data link system components
E4	CORE	Troubleshoot High Frequency (HF) system components
E4	CORE	Troubleshoot Identification Friend or Foe (IFF) communication system components
E4	CORE	Troubleshoot Instrument Landing System (ILS) components
E4	CORE	Troubleshoot Intercommunications System (ICS) components
E4	CORE	Troubleshoot mission computer system components

ELECTRICAL AND ELECTRONIC MAINTENANCE

Paygrade	**Task Type**	**Task Statements**
E4	CORE	Maintain Communications Security (COMSEC) system components
E4	CORE	Maintain support equipment
E7	CORE	Manage electronic maintenance
E4	NON-CORE	Perform Micro-Miniature (2M) repairs
E4	CORE	Repair electronic equipment
E4	CORE	Replace Circuit Card Assemblies (CCA)
E4	CORE	Replace Consolidated Automated Support System (CASS) sub-assemblies
E4	CORE	Replace Consolidated Automated Support System (CASS) test station equipment
E4	CORE	Replace Electro-Optical (EO) support equipment
E4	CORE	Replace Operational Test Program Set (OTPS) sub-assemblies
E4	CORE	Replace Shop Replaceable Assemblies (SRA)
E6	CORE	Supervise electronic maintenance
E4	CORE	Test aircrew survival equipment radios
E4	CORE	Test automatic test equipment
E4	CORE	Troubleshoot support equipment

LOGISTICS AND TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Brief maintenance operations (Production Control (PC) and workcenter)
E4	CORE	Document maintenance actions
E7	CORE	Manage Broad Arrow requirements
E7	CORE	Manage cannibalization actions
E7	CORE	Manage Production Control (PC)
E5	CORE	Review Maintenance Data Reports (MDR) to include Buffer Management Tool (BMT)
E4	CORE	Safeguard classified material
E6	CORE	Update Monthly Maintenance Plans (MMP)

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct Collateral Duty Inspections (CDI)
E6	CORE	Conduct Quality Assurance (QA) inspections
E4	CORE	Incorporate Technical Directives (TD)
E5	CORE	Inspect Communications Security (COMSEC) system components
E5	CORE	Inspect test equipment
E6	CORE	Manage the Naval Aviation Maintenance Program (NAMP)
E5	CORE	Monitor Naval Aviation Maintenance Program (NAMP)
E5	CORE	Perform acceptance inspections
E6	CORE	Submit Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP)

TEST EQUIPMENT

Paygrade	Task Type	Task Statements
E4	CORE	Align electronic equipment
E4	NON-CORE	Calibrate electronic test equipment
E4	CORE	Maintain weapons test consoles
E4	CORE	Repair automatic test equipment components
E4	CORE	Repair electronic test equipment
E4	CORE	Repair support equipment
E4	CORE	Test legacy test equipment

TABLE OF CONTENTS
AVIATION ELECTRONICS TECHNICIAN (ORGANIZATIONAL) (ATO)

SCOPE OF RATING	AT-3(O)
GENERAL INFORMATION	AT-4(O)
AVIATION ELECTRONICS ORGANIZATIONAL LEVEL TECHNICIAN	AT-5(O)
AVIONICS SYSTEMS MAINTENANCE	AT-5(O)
LOGISTICS AND TECHNICAL ADMINISTRATION	AT-7(O)
QUALITY ASSURANCE	AT-7(O)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

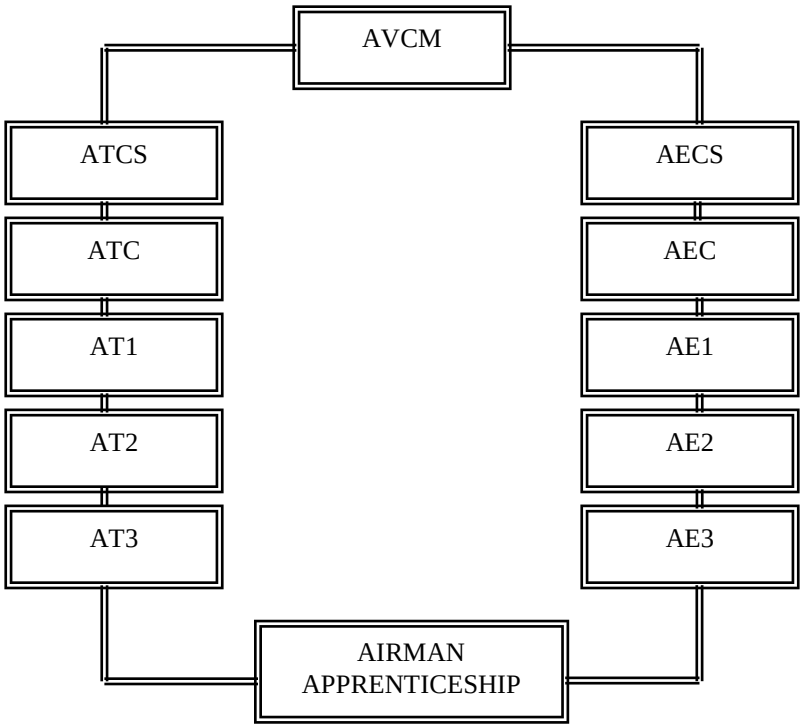
AVIATION ELECTRONICS TECHNICIAN (ORGANIZATIONAL) (ATO)

SCOPE OF RATING

Aviation Electronics Technicians (Organizational) (ATO) perform organizational level maintenance on aircraft electronics systems, to include: communications, radar, navigation, Anti-Submarine Warfare (ASW) sensors, electronic warfare, data link, fire control, and tactical displays with associated equipment.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 11.

GENERAL INFORMATION
CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Aviation Electronics Organizational Level Technician 002455

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	AVIATION ELECTRONICS O-LVL TEC	OMA TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ATO	NEC's may include 6582, 6640, 6701, 83XX/88XX series

Job Description

Aviation Electronics Organizational Level Technicians communicate with Maintenance Control and Quality Assurance work centers in order to ensure timely and accurate work products according to the Naval Aviation Maintenance Program (NAMP); inspect, troubleshoot, repair, and maintain various aircraft avionics systems; have an in-depth understanding of the operational theory of assigned equipment and knowledge of troubleshooting procedures; and are required to read and interpret schematics for electronics and advanced electronic test

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Navigation, Communication, and Countermeasure, N.E.C.	110200	Avionics Technicians	49-2091.00	Installation, Maintenance, and Repair

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Equipment Maintenance	*Selective Attention*
Systems Evaluation	*Problem Sensitivity*
Troubleshooting	*Perceptual Speed*
Quality Control Analysis	*Written Comprehension*
Coordination	*Information Ordering*
Installation	*Inductive Reasoning*
Management of Material Resources	*Finger Dexterity*
Management of Personnel Resources	*Time Sharing*
Operation and Control	*Wrist-Finger Speed*

AVIONICS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Document maintenance actions
E6	CORE	Incorporate Technical Directives (TD)
E4	CORE	Load aircrew survival equipment radios
E4	CORE	Load Communications Security (COMSEC) systems
E4	CORE	Maintain aircraft communication systems
E4	CORE	Maintain aircraft computer systems
E4	CORE	Maintain aircraft external stores mission equipment
E4	CORE	Maintain Antisubmarine Warfare (ASW) systems
E4	CORE	Maintain armament systems
E4	CORE	Maintain carrier approach and landing systems
E4	CORE	Maintain Communications Security (COMSEC) systems
E4	CORE	Maintain data communication systems
E4	CORE	Maintain display systems
E4	CORE	Maintain Electromagnetic Pulse (EMP) systems

E4	CORE	Maintain Electronic Countermeasures (ECM) systems
E4	CORE	Maintain Electronic Support Measures (ESM) systems
E4	CORE	Maintain flight recording systems
E4	CORE	Maintain Global Positioning System (GPS)
E4	CORE	Maintain Identification Friend or Foe (IFF) systems
E4	CORE	Maintain infrared systems
E4	CORE	Maintain Intercommunications Systems (ICS)
E4	CORE	Maintain LASER and LASING systems
E4	CORE	Maintain Multi-Function Display (MFD) systems
E4	CORE	Maintain navigation systems
E4	CORE	Maintain radar systems
E4	CORE	Maintain Satellite Communication (SATCOM) systems
E4	CORE	Maintain secure speech communication systems
E4	CORE	Maintain video and audio recording systems
E4	CORE	Maintain weather radar systems
E6	CORE	Manage Functional Check Flight (FCF) requirements
E7	CORE	Manage scheduled maintenance
E7	CORE	Manage unscheduled maintenance
E6	CORE	Monitor Naval Aviation Maintenance Program (NAMP)
E5	CORE	Perform acceptance inspections
E5	CORE	Perform conditional inspections
E4	CORE	Perform daily inspections
E4	CORE	Perform phase inspections
E5	CORE	Perform special inspections
E5	CORE	Perform transfer inspections
E4	CORE	Perform turnaround inspections
E4	CORE	Perform weapons release and control systems checks
E5	CORE	Perform zonal inspections
E4	CORE	Repair aircraft fiber optics
E4	CORE	Repair aircraft wiring and connectors
E6	CORE	Review Aircraft Discrepancy Book (ADB)
E6	CORE	Review Maintenance Data Reports (MDR)
E4	CORE	Test aircraft electronic systems
E4	CORE	Treat corrosion on aircraft electrical and avionics components
E4	CORE	Troubleshoot aircraft communication systems
E4	CORE	Troubleshoot aircraft computer systems
E4	CORE	Troubleshoot aircraft external stores mission equipment
E4	CORE	Troubleshoot Antisubmarine Warfare (ASW) systems
E4	CORE	Troubleshoot armament systems
E4	CORE	Troubleshoot carrier approach and landing systems
E4	CORE	Troubleshoot Communications Security (COMSEC) systems
E4	CORE	Troubleshoot data communication systems
E4	CORE	Troubleshoot display systems
E4	CORE	Troubleshoot Electromagnetic Pulse (EMP) systems
E4	CORE	Troubleshoot Electronic Countermeasures (ECM) systems
E4	CORE	Troubleshoot Electronic Support Measures (ESM) systems
E4	CORE	Troubleshoot flight recording systems

E4	CORE	Troubleshoot Global Positioning System (GPS)
E4	CORE	Troubleshoot Global Positioning System (GPS) components
E4	CORE	Troubleshoot Identification Friend or Foe (IFF) systems
E4	CORE	Troubleshoot infrared systems
E4	CORE	Troubleshoot Intercommunications Systems (ICS)
E4	CORE	Troubleshoot LASER and LASING systems
E4	CORE	Troubleshoot Multi-Function Display (MFD) systems
E4	CORE	Troubleshoot navigation systems
E4	CORE	Troubleshoot radar systems
E4	CORE	Troubleshoot Satellite Communication (SATCOM) systems
E4	CORE	Troubleshoot secure speech communication systems
E4	CORE	Troubleshoot video and audio recording systems
E4	CORE	Troubleshoot weather radar systems
E5	CORE	Update Monthly Maintenance Plans (MMP)

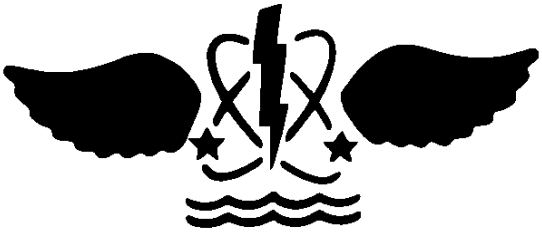
LOGISTICS AND TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Brief maintenance operations (maintenance control and workcenter)
E6	CORE	Maintain Electronic Key Management System (EKMS) programs
E4	CORE	Safeguard classified material
E6	CORE	Supervise scheduled maintenance
E6	CORE	Supervise unscheduled maintenance

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E7	CORE	Certify aircraft safe for flight
E5	CORE	Conduct Collateral Duty Inspections (CDI)
E6	CORE	Conduct Quality Assurance (QA) inspections
E7	CORE	Manage Naval Aviation Maintenance Programs (NAMP)

CHAPTER 12



NAVAL AIRCREWMEN (AW)

NAVPERS 18068-12G
CH-62

Updated: April 2015

TABLE OF CONTENTS
NAVAL AIRCREWMEN (MECHANICAL) (AWF)

SCOPE OF RATING	AW-3(F)
GENERAL INFORMATION	AW-4(F)
AIR WARFARE SYSTEMS ENGINEER	AW-5(F)
AIRCRAFT SYSTEM OPERATIONS	AW-5(F)
AIRCREW ADMINISTRATION	AW-6(F)
AIRCREW DUTIES	AW-6(F)
AIRCREW TRAINING	AW-7(F)
MAINTENANCE ADMINISTRATION	AW-7(F)
MAINTENANCE SUPPORT	AW-8(F)
OPERATIONS AND LOGISTICS	AW-8(F)
SPECIAL WARFARE AND UNMANNED AERIAL VEHICLE (UAV) OPERATIONS	AW-9(F)
AIRCREW READINESS MANAGER (MECHANICAL)	AW-10(F)
AIRCREW ADMINISTRATION	AW-10(F)
AIRCREW DUTIES	AW-10(F)
AIRCREW TRAINING	AW-11(F)
OPERATIONS AND LOGISTICS	AW-11(F)
SPECIAL WARFARE AND UNMANNED AERIAL VEHICLE (UAV) OPERATIONS	AW-11(F)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

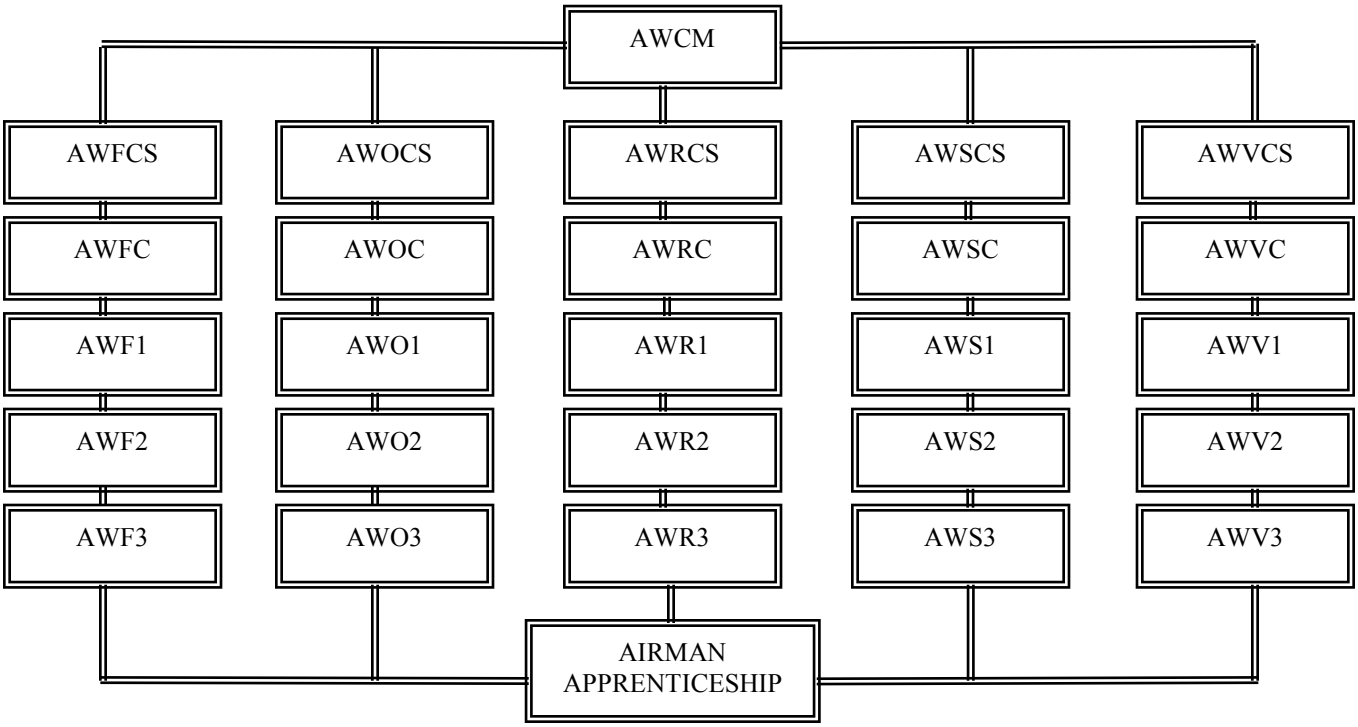
NAVAL AIRCREWMEN (MECHANICAL) (AWF)

SCOPE OF RATING

Naval Aircrewmen Mechanical (AWF) are members of a fixed wing integrated tactical crew aboard C-2, C-12, C-20, C-26, C-37, C-40, C-130, E-6, and P-3 aircraft; perform primary in-flight and ground duties as aircraft Flight Engineer/Crew Chief, Loadmaster/Second Loadmaster, Reel Operator, and Aircrew Readiness Manager; perform aircraft maintenance, Weight and Balance (W&B) calculations, and aircraft systems rigging, Aircrew administration, Flight/Ground training, cargo movement, Medical Evacuations (MEDEVAC), passenger transport, small arms, and Joint Special Warfare operations by using Unmanned Aerial Vehicles (UAV);contribute directly to operations for the purposes of attaining and maintaining the squadron's aircrew qualifications and certifications; and are knowledgeable of all aircraft systems, passenger and cargo handling, safety procedures and equipment, federal and military regulations for passenger transport, emergency procedures, and aircraft equipment.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 12.

GENERAL INFORMATION
CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Air Warfare Systems Engineer 001595

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	AIR WARFARE SYSTEMS ENGINEER	NAC AW SYS ENG

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWF	NECs may include 7836, 8201, 8202, 8206, 8208, 8209, 8210, 8220, 8227, 8235, 8241, 8245, 8250, 8251, 8252, 8278, 8279, and 8289

Job Description

Air Warfare Systems Engineers are members of fixed wing integrated tactical crews aboard C-2, C-26, C-130, C-40, P-3, E-6 Gulfstream aircraft, or Tactical Operations Center/Mobile Tactical Operations Center (TOC/MTOC); perform primary in-flight and ground duties as aircraft Flight Engineer/Crew Chief, Loadmaster/Second Loadmaster, and Reel Operator; perform maintenance, weight and balance (W&B), and rigging; perform aircrew administration, flight/ground training, internal/external cargo movement, Medical Evacuations (MEDEVAC), and passenger transport; conduct small arms and Naval Special Warfare (NSW) operations by using Unmanned Aerial Vehicles (UAV); perform aircrew duties that contribute directly to aircrew operations, training, and administration for the purposes of attaining and maintaining squadron aircrew qualifications and certifications; and are knowledgeable of all aircraft systems, passenger handling, safety procedures and equipment, federal and military regulations for passenger transport, emergency procedures, and aircraft equipment. Air Warfare Systems Engineers must be able to obtain a final secret security clearance and be able to obtain higher security clearance as required.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Air Crew, General	105000	Air Crew Members	55-3011.00	Military Specific

Skills	Abilities
Operation and Control	*Written Comprehension*
Critical Thinking	*Deductive Reasoning*
Systems Analysis	*Near Vision*
Coordination	*Problem Sensitivity*
Quality Control Analysis	*Originality*
Judgment and Decision Making	*Control Precision*
Complex Problem Solving	*Manual Dexterity*
Instructing	*Multi-limb Coordination*
Operation Monitoring	*Written Expression*
Equipment Maintenance	*Wrist-Finger Speed*

AIRCRAFT SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust aircraft power settings
E4	NON-CORE	Adjust antenna reel length
E4	NON-CORE	Align Inertial Navigation Systems (INS)
E4	CORE	Assign aircraft ditching stations
E4	CORE	Calculate fuel requirements
E4	NON-CORE	Communicate with cargo-loading hand-signals
E4	CORE	Compute aircraft load limitations
E4	CORE	Compute aircraft Weight and Balances (W&B)
E4	CORE	Compute take off, landing, and in-flight performance
E5	CORE	Conduct Functional Check Flight (FCF)
E4	CORE	Configure aircraft for cargo operations
E4	NON-CORE	Initialize Global Positioning Satellite (GPS) equipment
E4	NON-CORE	Jettison cargo

E4	CORE	Maintain aircraft fuel load balance
E4	CORE	Maintain aircraft pressurization
E4	CORE	Maintain environmental control systems
E4	CORE	Monitor aircraft electrical systems
E4	CORE	Operate aircraft engines
E4	CORE	Operate aircraft hydraulic systems
E4	CORE	Operate aircraft pneumatic systems
E4	NON-CORE	Operate anti-icing and de-icing systems
E4	NON-CORE	Operate liquid cooling systems
E4	CORE	Operate propeller systems
E4	CORE	Perform emergency procedures for landing gear systems
E4	NON-CORE	Perform expeditious cargo offload

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Administer Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E4	CORE	Record individual flight time summaries

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E6	CORE	Analyze monthly reports
E4	CORE	Brief passengers on safety procedures
E4	CORE	Conduct aircraft system testing
E4	CORE	Control Auxiliary Power Units (APU)
E4	CORE	Inspect aircraft and personal survival equipment
E4	NON-CORE	Inspect Search And Rescue (SAR) equipment
E4	CORE	Inspect small arms
E4	CORE	Operate emergency equipment
E4	CORE	Operate radios and Internal Communication Systems (ICS)
E4	CORE	Operate small arms
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform Cardio-Pulmonary Resuscitation (CPR) and first aid
E4	NON-CORE	Perform Emergency Destruction Plan (EDP) procedures
E4	NON-CORE	Perform emergency Medical Evacuations (MEDVAC)
E4	CORE	Perform in-flight status system checks
E4	NON-CORE	Perform long cord procedures
E4	CORE	Perform pre and post flight aircraft inspections
E4	CORE	Report visual contacts
E4	CORE	Restrain cargo and equipment
E4	CORE	Supervise aircraft towing and pushback operations

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Administer aircrew training programs
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) flight and ground training
E5	NON-CORE	Conduct warfare training exercises
E6	CORE	Develop Naval Air Training and Operating Procedures Standardization NATOPS) training materials
E5	CORE	Develop trainer and simulator scenarios
E5	CORE	Evaluate aircrew qualification and readiness programs
E5	CORE	Facilitate crew resource management programs
E5	CORE	Operate Weapons Systems Trainer (WST) or Operational Flight Trainer (OFT)
E5	CORE	Update aircrew course curriculum

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Brief maintenance operations (maintenance control and work center)
E6	CORE	Conduct Functional Flight Check (FCF) briefs and debriefs
E6	CORE	Conduct maintenance meetings and briefs
E4	CORE	Document aircraft maintenance
E7	CORE	Manage cannibalization actions
E6	CORE	Manage scheduled and unscheduled maintenance
E5	CORE	Manage workload reports
E7	CORE	Manage X-RAY reports
E7	NON-CORE	Monitor aircraft records for government compliance
E4	CORE	Process maintenance actions with Optimized Organizational Maintenance Activity Naval Aviation Logistics Command Managed Information System (OOMA NALCOMIS)
E7	CORE	Release aircraft safe for flight
E4	CORE	Review monthly maintenance plans
E7	CORE	Schedule aircraft for maintenance
E7	CORE	Schedule aircraft for phase/Planned Maintenance Intervals (PMI)
E7	CORE	Schedule aircraft inspections
E6	CORE	Screen Visual Information Display System/Maintenance Action Forms (VIDS/MAF)
E5	CORE	Supervise scheduled and unscheduled maintenance
E7	CORE	Verify aircraft logbooks
E6	CORE	Verify Technical Directive (TD) compliance

MAINTENANCE SUPPORT

Paygrade	Task Type	Task Statements
E4	CORE	Document aircraft discrepancies
E4	CORE	Evaluate aircraft ground performance
E4	CORE	Inspect aircraft and aircraft components for corrosion
E4	CORE	Inventory tools
E4	CORE	Maintain air conditioning systems
E4	NON-CORE	Maintain air refueling systems
E4	CORE	Maintain aircraft flight databases
E4	CORE	Maintain aircraft hydraulic systems
E4	CORE	Maintain aircraft ice control systems
E4	CORE	Maintain automatic flight control systems
E4	NON-CORE	Maintain extended range fuel tanks
E4	CORE	Maintain flight control systems
E4	CORE	Maintain landing gear assemblies
E4	CORE	Maintain navigation systems
E4	CORE	Maintain pneumatic systems
E4	CORE	Maintain pressurization systems
E5	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E4	CORE	Operate Support Equipment (SE)
E4	CORE	Perform aircraft conditional inspections
E4	CORE	Perform aircraft daily inspections
E4	CORE	Perform aircraft servicing procedures
E4	CORE	Perform aircraft special inspections
E4	CORE	Perform aircraft turnaround inspections
E5	NON-CORE	Perform certification inspections on aviation combat systems
E4	CORE	Perform corrosion prevention procedures
E4	CORE	Perform preservation and depreservation procedures
E5	CORE	Perform Quality Assurance (QA) inspections
E4	CORE	Perform Support Equipment (SE) inspections (daily, preoperational, etc.)
E6	CORE	Review Maintenance Data Reports (MDR)
E4	CORE	Treat aircraft corrosion
E5	CORE	Update Monthly Maintenance Plans (MMP)

OPERATIONS AND LOGISTICS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Conduct air logistics training
E4	NON-CORE	Coordinate cargo transfers
E4	CORE	Coordinate flight packet requirements
E5	CORE	Document logistics flight records

E4	CORE	Perform flight and mission planning
E4	NON-CORE	Perform pre and post deployment procedures
E6	NON-CORE	Prepare country clearance messages
E5	CORE	Prepare flight hour reports
E5	CORE	Prepare flight schedules
E5	CORE	Submit airlift requests
E5	NON-CORE	Supervise alert aircraft procedures

SPECIAL WARFARE AND UNMANNED AERIAL VEHICLE (UAV) OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct Naval Special Warfare (NSW) training
E4	CORE	Conduct Night Vision Device (NVD) operations
E5	NON-CORE	Configure aircraft for Special Warfare Operations (SPECOPS)
E7	NON-CORE	Coordinate Naval Special Warfare (NSW) operations
E5	NON-CORE	Maintain Unmanned Aerial Vehicles (UAV)
E5	NON-CORE	Operate Unmanned Aerial Vehicle (UAV) camera systems
E5	NON-CORE	Operate Unmanned Aerial Vehicle (UAV) electrical systems
E5	NON-CORE	Operate Unmanned Aerial Vehicle (UAV) fuel systems
E5	NON-CORE	Operate Unmanned Aerial Vehicle (UAV) navigation systems
E5	NON-CORE	Operate Unmanned Aerial Vehicle (UAV) radar systems
E5	NON-CORE	Operate Unmanned Aerial Vehicle (UAV) radio systems
E5	NON-CORE	Perform Naval Special Warfare (NSW) operations
E5	NON-CORE	Perform Unmanned Aerial Vehicle (UAV) pre and post-flight inspections
E5	NON-CORE	Pilot Unmanned Aerial Vehicles (UAV)
E6	NON-CORE	Plan Naval Special Warfare (NSW) operations

Job Title **Job Code**

Aircrew Readiness Manager (Mechanical) 002539

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	ACREW READINESS MGR MECH	ARM (MECH)

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWF	Not Applicable

Job Description

Aircrew Readiness Managers (Mechanical) are crucial and integral members of staffs, operational commands, and squadrons; coordinate the operational, administrative, and aircrew scheduling functions; administer and manage training programs and resources for naval aircrew, manage standardization of aircrew training programs to enhance proficiency and readiness, and coordinate all aspects of aircrew training; administer and direct the Naval Air Training and Operating Procedures Standardization (NATOPS) and Search and Rescue (SAR) programs; administer and direct tactics, training and readiness, ordnance and weapons, and aircrew training. As program managers they analyze training resource requirements, review and approve contract options for new training devices and programs, develop and revise curriculum, incorporate and initiate new aircrew training programs, manage student quotas, qualifications and certifications, and coordinate aircrew physical fitness and health program initiatives.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Air Crew, General	105000	Airfield Operations Specialists	53-2022.00	Transportation and Material Moving

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Instructing	*Written Comprehension*
Complex Problem Solving	*Originality*
Coordination	*Problem Sensitivity*
Judgment and Decision Making	*Control Precision*
Monitoring	*Wrist-Finger Speed*
Writing	*Inductive Reasoning*
Management of Material Resources	*Mathematical Reasoning*
Quality Control Analysis	*Oral Comprehension*
Learning Strategies	*Oral Expression*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Administer Naval Air Training and Operating Procedures Standardization NATOPS) programs
E7	CORE	Conduct flight order audit boards
E6	CORE	Coordinate Planning Board For Training (PBFT) meetings
E4	CORE	Record individual flight time summaries
E7	CORE	Verify training and readiness matrices

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E6	CORE	Analyze monthly reports
E7	CORE	Define aircrew production requirements
E4	CORE	Perform Cardio-Pulmonary Resuscitation (CPR) and first aid

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Administer aircrew training programs
E7	NON-CORE	Brief fleet aviation training requirements to upper echelon
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) flight and ground training
E6	CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) training materials
E5	CORE	Develop trainer and simulator scenarios
E5	CORE	Evaluate aircrew qualification and readiness programs
E5	CORE	Facilitate crew resource management programs
E5	CORE	Update aircrew course curriculum

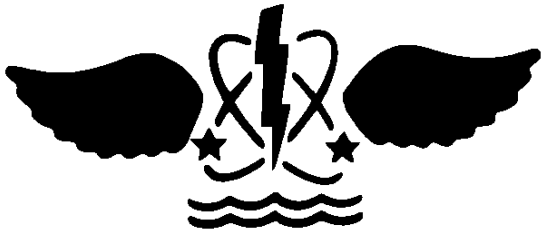
OPERATIONS AND LOGISTICS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Brief fleet acquisition programs
E4	NON-CORE	Conduct air logistics training
E7	CORE	Coordinate aircraft availability for long and short range planning
E6	NON-CORE	Coordinate Operating Areas (OPAREA) schedules with external agencies
E7	NON-CORE	Coordinate tactical exercises
E7	NON-CORE	Coordinate training systems acquisition contracts
E6	NON-CORE	Determine aircrew readiness requirements for individuals and crews
E6	CORE	Develop aircrew mission briefs
E5	CORE	Document logistics flight records
E7	NON-CORE	Manage Operational Target (OPTAR) budgets
E4	CORE	Perform flight and mission planning
E6	NON-CORE	Prepare country clearance messages
E5	CORE	Prepare flight hour reports
E5	CORE	Prepare flight schedules
E7	CORE	Process temporary flight order requests
E5	CORE	Report aircraft mission capability status
E5	CORE	Submit airlift requests
E7	CORE	Submit logistics requests
E5	NON-CORE	Supervise alert aircraft procedures

SPECIAL WARFARE AND UNMANNED AERIAL VEHICLE (UAV) OPERATIONS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Plan Night Vision Device (NVD) operations

CHAPTER 12



NAVAL AIRCREWMEN (AW)

NAVPERS 18068-12G
CH-62

Updated: April 2015

TABLE OF CONTENTS
NAVAL AIRCREWMEN (OPERATOR) (AWO)

SCOPE OF RATING	AW-4(O)
GENERAL INFORMATION	AW-5(O)
ACOUSTIC SYSTEMS SPECIALIST	AW-6(O)
AIRCREW ADMINISTRATION	AW-6(O)
AIRCREW DUTIES	AW-6(O)
AIRCREW TRAINING	AW-7(O)
COMMUNICATIONS	AW-8(O)
ENVIRONMENTAL	AW-8(O)
OPERATIONS AND LOGISTICS MANAGEMENT	AW-8(O)
ORDNANCE/STORES	AW-8(O)
SENSOR SYSTEMS	AW-9(O)
TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)	AW-9(O)
TARGET MOTION ANALYSIS AND TACTICAL CALCULATIONS	AW-9(O)
TACTICAL AIRCREW WATCH OFFICER	AW-10(O)
AIRCREW DUTIES	AW-10(O)
AIRCREW TRAINING	AW-10(O)
COMMUNICATIONS	AW-11(O)
OPERATIONS AND LOGISTICS MANAGEMENT	AW-11(O)
SENSOR SYSTEMS	AW-11(O)
TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)	AW-11(O)
TARGET MOTION ANALYSIS AND TACTICAL CALCULATIONS	AW-11(O)
ELECTRONIC SYSTEMS SPECIALIST	AW-12(O)
AIRCREW ADMINISTRATION	AW-12(O)
AIRCREW DUTIES	AW-12(O)
AIRCREW TRAINING	AW-13(O)
COMMUNICATIONS	AW-14(O)
ENVIRONMENTAL	AW-14(O)
OPERATIONS AND LOGISTICS MANAGEMENT	AW-14(O)
ORDNANCE/STORES	AW-14(O)
SENSOR SYSTEMS	AW-15(O)
TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)	AW-15 (O)
TARGET MOTION ANALYSIS AND TACTICAL CALCULATIONS	AW-15(O)

TABLE OF CONTENTS
NAVAL AIRCREWMEN (OPERATOR) (AWO) (Cont'd)

TACTICAL/MOBILE TACTICAL OPERATIONS CENTER ANALYST	AW-17(O)
AIRCREW ADMINISTRATION	AW-17(O)
AIRCREW DUTIES	AW-17(O)
AIRCREW TRAINING	AW-18(O)
COMMUNICATIONS	AW-18(O)
ENVIRONMENTAL	AW-18(O)
OPERATIONS AND LOGISTICS MANAGEMENT	AW-18(O)
SENSOR SYSTEMS	AW-18(O)
TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)	AW-18(O)
TARGET MOTION ANALYSIS AND TACTICAL CALCULATIONS	AW-19(O)
AIRCREW READINESS MANAGER (OPERATOR)	AW-20(O)
AIRCREW ADMINISTRATION	AW-20(O)
AIRCREW DUTIES	AW-20(O)
AIRCREW TRAINING	AW-20(O)
COMMUNICATIONS	AW-21(O)
OPERATIONS AND LOGISTICS MANAGEMENT	AW-21(O)
TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)	AW-21(O)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

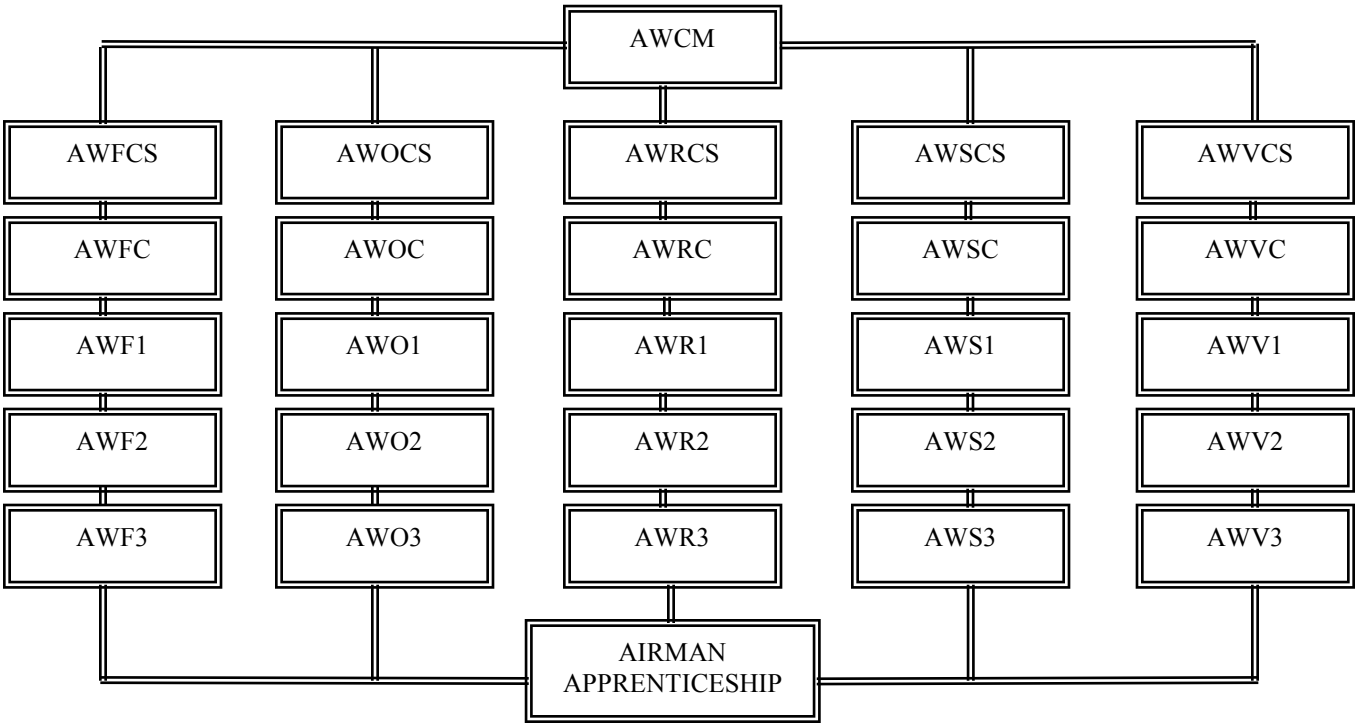
NAVAL AIRCREWMEN (OPERATOR) (AWO)

SCOPE OF RATING

Naval Aircrewmen (Operator) (AWO) produce intelligence products for aircrews in support of operations and tactical missions worldwide; detect, analyze, classify, and track surface and subsurface contacts; operate advanced tactical systems utilizing sonobouys, radar, Electronic Support Measures (ESM), Magnetic Anomaly Detector (MAD), Identification Friend or Foe/Selective Identification Feature (IFF/SIF), and Electro-Optic and Infrared (EO/IR) detector; perform aircrew duties that support mission planning, classified material handling, and training; and handle ordnance, inspect tactical work station equipment, and operate mission equipment such as: advanced imaging multi-spectral sensors, radar for safety of flight, and hand-held cameras.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 12.

GENERAL INFORMATION
CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Acoustic Systems Specialist 002544

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	ACOUSTIC SYSTEMS SPECIALIST	NAC ACOUS SPEC

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWO	NECs 0342, 0450, 0507, and 7821 thru 7841

Job Description

Acoustic Systems Specialists are members of an integrated tactical crew aboard maritime patrol aircraft; detect, analyze, classify, and track surface and subsurface contacts utilizing state of the art acoustic technology; operate advanced tactical systems utilizing sonobouys, sonobouy information, and imagery devices; perform aircrew duties that support mission planning, acoustic classified material handling, and training contributing directly to an aircraft squadron's ability to conduct tactical operations worldwide; perform aircrew duties that contribute directly to aircrew operations, training and administration for the purposes of attaining and maintaining the squadron's aircrew qualifications and certifications; handle ordnance; train in acoustic intelligence and analysis; and are knowledgeable with security protocols.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar Operator, General	121000	Radar and Sonar Technicians	55-3017.00	Military Specific

Skills	Abilities
Operation and Control	*Deductive Reasoning*
Critical Thinking	*Written Expression*
Coordination	*Memorization*
Complex Problem Solving	*Information Ordering*
Active Listening	*Inductive Reasoning*
Judgment and Decision Making	*Mathematical Reasoning*
Speaking	*Written Comprehension*
Writing	*Oral Expression*
Science	*Selective Attention*
Learning Strategies	*Visualization*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Implement aircrew course curriculum changes
E4	CORE	Maintain aircrew flight databases
E5	CORE	Maintain tactical publication library
E6	CORE	Prepare flight hour reports
E4	CORE	Prepare flight schedules
E4	CORE	Update flight time log books
E4	CORE	Verify individual flight time summaries

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Analyze threat data
E4	CORE	Classify visual contacts
E4	CORE	Communicate using visual signals
E4	CORE	Conduct aircraft fueling operations
E4	CORE	Conduct Battle Hit Assessments (BHA)
E4	CORE	Conduct ground bomb bay door operations
E4	CORE	Conduct passenger safety briefs

E4	CORE	Conduct pre-flight checks
E4	CORE	Conduct visual searches
E4	CORE	Configure aircraft equipment for rescue missions
E4	CORE	Configure aircraft for internal cargo operations
E4	CORE	Identify pyrotechnic communications
E4	CORE	Inspect small arms
E4	CORE	Inspect survival equipment
E4	CORE	Monitor engine start ups
E4	CORE	Monitor weapons employment
E4	CORE	Operate communications equipment
E4	CORE	Perform aerial hand-held photography
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform aircraft integrity inspections
E4	CORE	Perform aircraft post-flight duties
E4	CORE	Perform Auxiliary Power Unit (APU) operations
E4	CORE	Perform Cardio-Pulmonary Resuscitation (CPR) and first aid
E4	CORE	Perform drug interdiction searches
E4	CORE	Perform in-flight observer duties
E4	CORE	Perform Intercommunication Systems (ICS) communications
E4	CORE	Perform mission planning
E4	CORE	Perform Search And Rescue (SAR) procedures
E4	NON-CORE	Prepare aircraft for static displays
E4	CORE	Prepare aircrew mission briefs
E4	CORE	Prepare mission summary logs
E4	CORE	Review aircraft records
E4	CORE	Safeguard classified materials
E4	CORE	Troubleshoot tactical systems

AIRCREW TRAINING

Paygrade	**Task Type**	**Task Statements**
E5	NON-CORE	Analyze emerging technology to meet fleet training requirements
E6	NON-CORE	Conduct fleet acquisition program briefs
E5	NON-CORE	Conduct land survival training
E5	NON-CORE	Conduct tactical flight and ground training
E6	NON-CORE	Coordinate weapons system designs with contract engineers
E5	NON-CORE	Develop tactical exams
E5	NON-CORE	Develop tactical proficiency programs
E5	NON-CORE	Develop tactical Weapons System Trainer (WST) scenarios
E5	NON-CORE	Evaluate aircrew training programs
E5	NON-CORE	Evaluate tactical equipment programs
E7	NON-CORE	Manage Aircrew Combat Training Continuum (ACTC)

E5	CORE	Manage aircrew training materials
E5	CORE	Manage Crew Resource Management (CRM) program
E5	CORE	Manage Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E7	NON-CORE	Manage tactics evaluation programs
E5	CORE	Operate Weapons Systems Trainer (WST)
E5	NON-CORE	Perform individual and crew tactical evaluations
E4	CORE	Prepare monthly training and operation reports

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Interpret naval messages
E4	CORE	Perform on-station mission turnovers/swap procedures
E4	CORE	Report contacts
E4	CORE	Review card of the day
E4	CORE	Translate brevity codes

ENVIRONMENTAL

Paygrade	Task Type	Task Statements
E4	CORE	Analyze environmental data
E4	CORE	Analyze meteorological and oceanographic conditions
E4	CORE	Determine sensor effectiveness in given environmental conditions
E4	CORE	Perform environmental calculations
E4	CORE	Perform on-station environmental updates

OPERATIONS AND LOGISTICS MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Conduct logistical operations
E6	CORE	Coordinate airlift support
E4	CORE	Maintain squadron navigational publications
E6	CORE	Manage flight operations
E7	NON-CORE	Manage Operational Target (OPTAR) budgets
E6	NON-CORE	Prepare country clearance requests

ORDNANCE/STORES

Paygrade	Task Type	Task Statements
E4	CORE	Conduct sonobouy drops
E4	CORE	Deploy ordnance
E4	CORE	Inspect ordnance
E4	CORE	Load aircraft ordnance and weapons
E6	CORE	Manage ordnance inventories
E6	CORE	Track ordnance expenditures

SENSOR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze mission tactical plots during on-station period
E4	CORE	Analyze passive, active, and multi-static acoustic contact data
E4	CORE	Classify Electro-Optics and Infrared (EO/IR) contact information
E4	CORE	Classify passive, active, and multi-static acoustic contact data
E4	CORE	Conduct Electro-Optical and Infrared (EO/IR) surveillance
E4	CORE	Conduct multi-static searches
E4	CORE	Conduct passive acoustic searches
E4	CORE	Determine active sonobouy localization and track depths
E4	CORE	Determine non-target data
E4	CORE	Identify sonobouy aural cues
E4	CORE	Operate acoustic mission equipment
E4	CORE	Optimize sensor effectiveness
E4	CORE	Perform in-flight imagery analysis
E4	CORE	Perform in-flight mission equipment operational checks
E4	CORE	Track Target of Interest (TOI)
E4	CORE	Verify attack criteria for recommended weapons release

TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)

Paygrade	Task Type	Task Statements
E4	CORE	Monitor radio communications
E5	CORE	Prepare tactical lessons learned

TARGET MOTION ANALYSIS AND TACTICAL CALCULATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate active and passive ranges
E4	CORE	Calculate Figure Of Merit (FOM)
E4	CORE	Calculate predicted transmission path ranges
E4	CORE	Define Area Of Probability (AOP)
E4	CORE	Determine Target Of Interest (TOI) datum
E4	CORE	Identify contact's Closest Point of Approach (CPA)
E4	CORE	Perform Target Motion Analysis (TMA) calculations

Job Title **Job Code**

Tactical Aircrew Watch Officer 002554

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	TACTICAL AIRCREW WATCH OFFICER	NAC TAC WO-AWO

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWO	NEC 7836

Job Description

Tactical Aircrew Watch Officers are members of an integrated, tactical and logistics worldwide intelligence network at Tactical Centers, Tactical Operations Center (TOC) and with Mobile Tactical Operations Centers (MTOCs); coordinate divisions administrative functions; manage resources; lead the personnel of the TOC/MTOC in preparing aircrews and operational commands for tactical missions; coordinate logistics for safety of flight, communication (Ultra High Frequency/High Frequency (UHF/HF) radios, data-link, satellite), and post mission analysis and reconstruction; coordinate the dissemination of environmental data (oceanographic, electromagnetic propagation, and weather), target analysis, and the replay of mission data; monitor and train personnel in managing and maintaining operations and tactical flight intelligence databases; monitor and authorize the transmission of tasking and mission summary messages delineating tactical missions; process requests for tactical mission qualification packets; trained and have experience in TOC, MTOC, and air-wing operations; have a thorough knowledge of acoustic and/or electronic intelligence and analysis, message formatting, and the tactical employment of sensors; and are familiar with security protocols and classified handling procedures.

DoD Relationship

Group Title	*DoD Code*
Sonar Operator, General	121000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors of Air Crew Members	55-2011.00	Military Specific

Skills	Abilities
Critical Thinking	*Information Ordering*
Complex Problem Solving	*Oral Comprehension*
Coordination	*Written Comprehension*
Active Listening	*Memorization*
Operation and Control	*Written Expression*
Reading Comprehension	*Deductive Reasoning*
Writing	*Oral Expression*
Speaking	*Visualization*
Management of Material Resources	*Finger Dexterity*
Mathematics	*Fluency of Ideas*

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Analyze threat data
E4	CORE	Inspect small arms
E4	CORE	Operate communications equipment
E4	CORE	Perform Cardio-Pulmonary Resuscitation (CPR) and first aid
E4	CORE	Perform mission planning
E4	CORE	Prepare aircrew mission briefs
E4	CORE	Prepare mission summary logs
E4	CORE	Safeguard classified materials
E5	CORE	Update mission summary logs

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	NON-CORE	Coordinate warfare training exercises

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Interpret naval messages
E4	CORE	Report contacts
E4	CORE	Review card of the day
E4	CORE	Translate brevity codes

OPERATIONS AND LOGISTICS MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Conduct detachment site surveys
E7	CORE	Coordinate aircraft assignments with maintenance control
E6	CORE	Coordinate airlift support

SENSOR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze radar contact data

TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)

Paygrade	Task Type	Task Statements
E5	CORE	Conduct mission briefs and debriefs
E5	CORE	Conduct watch team positional training
E7	CORE	Construct search patterns
E7	NON-CORE	Coordinate Naval Special Warfare (NSW) operations
E7	CORE	Coordinate Operating Area (OPAREA) schedules with external agencies
E7	CORE	Coordinate Search And Rescue (SAR) missions
E6	CORE	Coordinate tactical exercises and missions
E7	CORE	Manage coordinated operation assets
E7	CORE	Manage mission systems
E4	CORE	Monitor radio communications
E5	CORE	Organize Search And Rescue (SAR) and Combat Search And Rescue (CSAR) operations
E7	CORE	Perform Operational Reporting (OPREP) procedures
E7	CORE	Perform overdue aircraft procedures
E5	CORE	Perform Secure Internet Protocol Router Network (SIPRNET) chat operations
E5	CORE	Prepare tactical lessons learned
E7	CORE	Release post mission data in naval messages
E7	CORE	Verify hot areas and air space restrictions

TARGET MOTION ANALYSIS AND TACTICAL CALCULATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Define Area Of Probability (AOP)
E4	CORE	Determine Target Of Interest (TOI) datum

Job Title **Job Code**

Electronic Systems Specialist 002571

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	ELECTRONIC SYSTEMS SPECIALIST	NAC ELX S SPEC

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWO	7861

Job Description

Electronic Systems Specialists are members of an integrated tactical crew aboard maritime patrol aircraft; detect, analyze, classify, and track surface and subsurface contacts electronically; operate electronic warfare systems in support of operations and tactical missions worldwide, such as: radar, Electronic Support Measures (ESM), Magnetic Anomaly Detector (MAD), Identification Friend or Foe/Selective Identification Feature (IFF/SIF), and Electro-Optic and Infrared (EO/IR) detectors; perform aircrew duties that contribute directly to aircrew operations, training and administration for the purposes of attaining and maintaining the squadron's aircrew qualifications and certifications; handle ordnance; train in electronic intelligence and analysis; and are knowledgeable with security protocols.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar Operator, General	121000	Radar and Sonar Technicians	55-3017.00	Military Specific

Skills	Abilities
Operation and Control	*Memorization*
Critical Thinking	*Written Expression*
Coordination	*Deductive Reasoning*
Complex Problem Solving	*Information Ordering*
Judgment and Decision Making	*Inductive Reasoning*
Writing	*Mathematical Reasoning*
Speaking	*Written Comprehension*
Active Listening	*Visualization*
Management of Material Resources	*Oral Expression*
Science	*Perceptual Speed*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Implement aircrew course curriculum changes
E4	CORE	Maintain aircrew flight databases
E5	CORE	Maintain tactical publication library
E6	CORE	Prepare flight hour reports
E4	CORE	Prepare flight schedules
E4	CORE	Update flight time log books
E4	CORE	Verify individual flight time summaries

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Analyze threat data
E4	CORE	Classify visual contacts
E4	CORE	Communicate using visual signals
E4	CORE	Conduct aircraft fueling operations
E4	CORE	Conduct Battle Hit Assessments (BHA)
E4	CORE	Conduct ground bomb bay door operations
E4	CORE	Conduct passenger safety briefs
E4	CORE	Conduct pre-flight checks

E4	CORE	Conduct visual searches
E4	CORE	Configure aircraft equipment for rescue missions
E4	CORE	Configure aircraft for internal cargo operations
E4	CORE	Identify pyrotechnic communications
E4	CORE	Inspect small arms
E4	CORE	Inspect survival equipment
E4	CORE	Monitor engine start ups
E4	CORE	Monitor weapons employment
E4	CORE	Operate communications equipment
E4	CORE	Perform aerial hand-held photography
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform aircraft integrity inspections
E4	CORE	Perform aircraft post-flight duties
E4	CORE	Perform Auxiliary Power Unit (APU) operations
E4	CORE	Perform Cardio-Pulmonary Resuscitation (CPR) and first aid
E4	CORE	Perform drug interdiction searches
E4	CORE	Perform in-flight observer duties
E4	CORE	Perform Intercommunication Systems (ICS) communications
E4	CORE	Perform mission planning
E4	CORE	Perform Search And Rescue (SAR) procedures
E4	NON-CORE	Prepare aircraft for static displays
E4	CORE	Prepare aircrew mission briefs
E4	CORE	Prepare mission summary logs
E4	CORE	Review aircraft records
E4	CORE	Safeguard classified materials
E4	CORE	Troubleshoot tactical systems

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	NON-CORE	Analyze emerging technology to meet fleet training requirements
E6	NON-CORE	Conduct fleet acquisition program briefs
E5	NON-CORE	Conduct land survival training
E5	NON-CORE	Conduct tactical flight and ground training
E6	NON-CORE	Coordinate weapons system designs with contract engineers
E5	NON-CORE	Develop tactical exams
E5	NON-CORE	Develop tactical proficiency programs
E5	NON-CORE	Develop tactical Weapons System Trainer (WST) scenarios
E5	NON-CORE	Evaluate aircrew training programs
E5	NON-CORE	Evaluate tactical equipment programs
E7	NON-CORE	Manage Aircrew Combat Training Continuum (ACTC)
E5	CORE	Manage aircrew training materials

E5	CORE	Manage Crew Resource Management (CRM) program
E5	CORE	Manage Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E7	NON-CORE	Manage tactics evaluation programs
E5	CORE	Operate Weapons Systems Trainer (WST)
E5	NON-CORE	Perform individual and crew tactical evaluations
E4	CORE	Prepare monthly training and operation reports

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Interpret naval messages
E4	CORE	Perform on-station mission turnovers/swap procedures
E4	CORE	Report contacts
E4	CORE	Review card of the day
E4	CORE	Translate brevity codes

ENVIRONMENTAL

Paygrade	Task Type	Task Statements
E4	CORE	Analyze environmental data
E4	CORE	Analyze meteorological and oceanographic conditions
E4	CORE	Determine sensor effectiveness in given environmental conditions
E4	CORE	Perform environmental calculations
E4	CORE	Perform on-station environmental updates

OPERATIONS AND LOGISTICS MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Conduct logistical operations
E6	CORE	Coordinate airlift support
E4	CORE	Maintain squadron navigational publications
E6	CORE	Manage flight operations
E7	NON-CORE	Manage Operational Target (OPTAR) budgets
E6	NON-CORE	Prepare country clearance requests

ORDNANCE/STORES

Paygrade	Task Type	Task Statements
E4	CORE	Conduct sonobouy drops
E4	CORE	Deploy ordnance
E4	CORE	Inspect ordnance
E4	CORE	Load aircraft ordnance and weapons
E6	CORE	Manage ordnance inventories
E6	CORE	Track ordnance expenditures

SENSOR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Electronic Support Measures (ESM) contacts
E4	CORE	Analyze Magnetic Anomaly Detection (MAD) contacts
E4	CORE	Analyze mission tactical plots during on-station period
E4	CORE	Analyze radar contact data
E4	CORE	Analyze Synthetic Aperture Radar (SAR) contact information
E4	CORE	Classify Electronic Support Measures (ESM) contact information
E4	CORE	Classify Electro-Optics and Infrared (EO/IR) contact information
E4	CORE	Classify Inverse Synthetic-Aperture Radar (ISAR) contact information
E4	CORE	Classify Magnetic Anomaly Detection (MAD) contact data
E4	CORE	Collect Specific Emitter Identification (SEI) and Java Specific Emitter Identification (JSEI) data
E4	CORE	Conduct Electronic Support Measures (ESM) searches
E4	CORE	Conduct Electro-Optical and Infrared (EO/IR) surveillance
E4	CORE	Conduct Identification Friend or Foe (IFF) and Selective Identification Feature (SIF) interrogations
E4	CORE	Conduct tactical airborne radar operations
E4	CORE	Correlate Electronic Support Measures (ESM) contact information
E4	CORE	Determine non-target data
E4	CORE	Monitor in-flight aircraft stand-offs
E4	CORE	Optimize sensor effectiveness
E4	CORE	Perform in-flight imagery analysis
E4	CORE	Perform in-flight mission equipment operational checks
E4	CORE	Perform Magnetic Anomaly Detection (MAD) compensations
E4	CORE	Perform off-line radar operations
E4	CORE	Perform terrain avoidance radar navigation
E4	CORE	Perform weather avoidance radar navigation
E4	CORE	Track Target of Interest (TOI)
E4	CORE	Verify attack criteria for recommended weapons release

TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)

Paygrade	Task Type	Task Statements
E4	CORE	Monitor radio communications
E5	CORE	Prepare tactical lessons learned
E4	CORE	Program Electronic Warfare Support (ES) libraries

TARGET MOTION ANALYSIS AND TACTICAL CALCULATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate Magnetic Anomaly Detection (MAD) contact course, speed, and depth
E4	CORE	Calculate predicted transmission path ranges
E4	CORE	Calculate visual search altitudes
E4	CORE	Compute radar contact intercepts

E4	CORE	Define Area Of Probability (AOP)
E4	CORE	Determine Target Of Interest (TOI) datum
E4	CORE	Perform Electronic Warfare (EW) calculations
E4	CORE	Perform Target Motion Analysis (TMA) calculations

Job Title **Job Code**

Tactical/Mobile Tactical Operations Center Analyst 002671

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	TAC/MOB TAC OPS CTR ANLYST	NAC TAC-MOB AN

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWO	NEC 7835

Job Description

Tactical/Mobile Tactical Operations Center Analysts are members of an integrated, tactical, and logistics worldwide intelligence network at Tactical Centers, Tactical Operations Centers (TOC), and Mobile Tactical Operations Centers (MTOCs); coordinate divisions administrative functions; manage resources; lead TOC/MTOC personnel in preparing aircrews and operational commands for tactical missions (Watch Supervisor); have a thorough knowledge of acoustic and/or electronic intelligence and analysis, message formatting, and the tactical employment of sensors for mission planning; coordinate logistics for safety of flight, communications (Ultra High Frequency/High Frequency (UHF/HF) radios, Data-link, and satellite), and perform post mission analysis and reconstruction; coordinate and disseminate environmental data (oceanographic, electromagnetic propagation, and weather), target analysis, and sensor data to appropriate agencies and provide feedback to aircrews; and must have a thorough understanding of classified handling protocols and procedures.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar Operator, General	121000	Command and Control Center Specialists	55-3015.00	Military Specific

Skills	Abilities
Operation and Control	*Information Ordering*
Critical Thinking	*Memorization*
Coordination	*Written Comprehension*
Speaking	*Written Expression*
Writing	*Mathematical Reasoning*
Mathematics	*Spatial Orientation*
Science	*Oral Comprehension*
Judgment and Decision Making	*Perceptual Speed*
Reading Comprehension	*Deductive Reasoning*
Active Listening	*Number Facility*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Maintain tactical publication library

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Analyze threat data
E4	CORE	Classify visual contacts
E4	CORE	Conduct Battle Hit Assessments (BHA)
E4	CORE	Inspect small arms
E4	CORE	Operate communications equipment
E4	CORE	Perform Cardio-Pulmonary Resuscitation (CPR) and first aid
E4	CORE	Perform mission planning
E4	CORE	Prepare aircrew mission briefs
E4	CORE	Prepare mission summary logs
E4	CORE	Safeguard classified materials
E5	CORE	Update mission summary logs

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	NON-CORE	Coordinate warfare training exercises
E6	NON-CORE	Coordinate weapons system designs with contract engineers
E5	NON-CORE	Evaluate tactical equipment programs

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Interpret naval messages
E4	CORE	Report contacts
E4	CORE	Review card of the day
E4	CORE	Translate brevity codes

ENVIRONMENTAL

Paygrade	Task Type	Task Statements
E4	CORE	Analyze environmental data
E4	CORE	Analyze meteorological and oceanographic conditions
E4	CORE	Determine sensor effectiveness in given environmental conditions

OPERATIONS AND LOGISTICS MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate airlift support

SENSOR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Electronic Support Measures (ESM) contacts
E4	CORE	Analyze Magnetic Anomaly Detection (MAD) contacts
E4	CORE	Analyze passive, active, and multi-static acoustic contact data
E4	CORE	Analyze radar contact data
E4	CORE	Analyze Synthetic Aperture Radar (SAR) contact information
E4	CORE	Classify Electronic Support Measures (ESM) contact information
E4	CORE	Classify Electro-Optics and Infrared (EO/IR) contact information
E4	CORE	Classify Inverse Synthetic-Aperture Radar (ISAR) contact information
E4	CORE	Classify Magnetic Anomaly Detection (MAD) contact data
E4	CORE	Classify passive, active, and multi-static acoustic contact data
E4	CORE	Determine active sonobouy localization and track depths
E4	CORE	Determine non-target data

TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)

Paygrade	Task Type	Task Statements
E5	CORE	Analyze tactical missions data/Post Mission Analysis (PMA)
E5	CORE	Conduct mission briefs and debriefs
E5	CORE	Conduct watch team positional training
E5	NON-CORE	Coordinate operations with tactical watch officers
E7	CORE	Coordinate Search And Rescue (SAR) missions

E6	CORE	Coordinate tactical exercises and missions
E5	CORE	Create Acoustic Intelligence (ACINT) packages
E5	CORE	Evaluate mission radar data
E5	CORE	Issue mission equipment
E4	CORE	Monitor radio communications
E5	CORE	Operate analysis equipment
E5	CORE	Organize Search And Rescue (SAR) and Combat Search And Rescue (CSAR) operations
E5	NON-CORE	Perform Mobile Tactical Operations Center (MTOC) loadmaster responsibilities
E5	CORE	Perform Secure Internet Protocol Router Network (SIPRNET) chat operations
E5	NON-CORE	Plot Position of Intended Movement (PIM) tracks
E5	NON-CORE	Plot tactical symbologies
E5	NON-CORE	Plot water space management areas
E5	CORE	Prepare post-flight naval messages
E5	CORE	Prepare tactical lessons learned
E4	CORE	Program Electronic Warfare Support (ES) libraries
E5	CORE	Setup communication antenna fields
E5	CORE	Setup tactical stations
E5	CORE	Update tactical databases

TARGET MOTION ANALYSIS AND TACTICAL CALCULATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate active and passive ranges
E4	CORE	Calculate Figure Of Merit (FOM)
E4	CORE	Calculate Magnetic Anomaly Detection (MAD) contact course, speed, and depth
E4	CORE	Calculate predicted transmission path ranges
E4	CORE	Define Area Of Probability (AOP)
E4	CORE	Determine Target Of Interest (TOI) datum
E4	CORE	Identify contact's Closest Point of Approach (CPA)
E4	CORE	Perform Target Motion Analysis (TMA) calculations

Job Title **Job Code**

Aircrew Readiness Manager (Operator) 002742

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	ACREW READINESS MGR OPERATOR	ARM (OPERATOR)

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWO	Not Applicable

Job Description

Aircrew Readiness Managers (Operator) are crucial and integral members of staffs, operational commands, and squadrons; coordinate the operational, administrative, and aircrew scheduling functions for the organization; administer and manage training programs and resources for naval aircrew; manage standardization of aircrew training programs; coordinate aircrew training to meet the rigorous demands of operational commitments worldwide; administer and direct the Naval Air Training and Operating Procedures Standardization (NATOPS) and Search and Rescue (SAR) programs; administer and direct tactics, training and readiness, ordnance and weapons, and aircrew training; analyze training resource requirements; review and approve contract options for new training devices and programs; develop and revise curriculum; incorporate and initiate new aircrew training programs; manage student quotas, qualifications, and certifications; and coordinate aircrew physical fitness and health program initiatives.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Air Crew, General	105000	Airfield Operations Specialists	53-2022.00	Transportation and Material Moving

Skills	Abilities
Critical Thinking	*Written Expression*
Complex Problem Solving	*Information Ordering*
Coordination	*Inductive Reasoning*
Learning Strategies	*Memorization*
Operation and Control	*Written Comprehension*
Writing	*Oral Comprehension*
Management of Material Resources	*Deductive Reasoning*
Active Listening	*Fluency of Ideas*
Instructing	*Originality*
Management of Personnel Resources	*Spatial Orientation*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Conduct flight order audit boards
E5	NON-CORE	Implement aircrew course curriculum changes
E4	CORE	Maintain aircrew flight databases
E6	CORE	Prepare flight hour reports
E4	CORE	Update flight time log books

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Perform Cardio-Pulmonary Resuscitation (CPR) and first aid
E4	CORE	Safeguard classified materials

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E7	CORE	Analyze monthly training and operation reports
E5	NON-CORE	Coordinate warfare training exercises
E7	CORE	Develop aircrew training plans
E5	NON-CORE	Develop tactical exams

E5	NON-CORE	Develop tactical proficiency programs
E5	NON-CORE	Develop tactical Weapons System Trainer (WST) scenarios
E5	NON-CORE	Evaluate aircrew training programs
E5	CORE	Manage aircrew training materials
E7	CORE	Manage aircrew training programs
E5	CORE	Manage Crew Resource Management (CRM) program
E5	CORE	Manage Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E7	NON-CORE	Manage tactics evaluation programs
E7	CORE	Monitor Fleet Replacement Squadron (FRS) student production
E7	NON-CORE	Verify training and readiness matrices

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Interpret naval messages

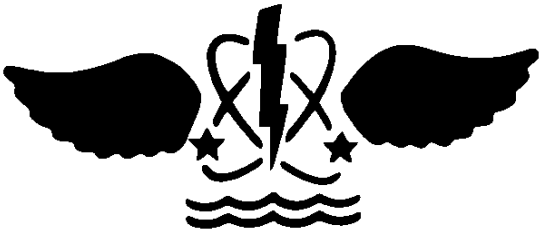
OPERATIONS AND LOGISTICS MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Conduct detachment site surveys
E7	CORE	Coordinate aircraft assignments with maintenance control
E6	CORE	Coordinate airlift support
E7	CORE	Coordinate logistical operations
E7	CORE	Coordinate long and short range aircraft availability plans
E7	CORE	Manage aircrew assignments
E6	CORE	Manage flight operations
E7	NON-CORE	Manage Operational Target (OPTAR) budgets
E7	CORE	Manage temporary flight orders
E7	NON-CORE	Match aircrew to mission detachment requirements
E6	NON-CORE	Prepare country clearance requests

TACTICAL OPERATIONS CENTER (TOC)/MOBILE TACTICAL OPERATIONS CENTERS (MTOC)

Paygrade	Task Type	Task Statements
E7	NON-CORE	Coordinate Naval Special Warfare (NSW) operations
E7	CORE	Coordinate Search And Rescue (SAR) missions
E6	CORE	Coordinate tactical exercises and missions
E7	CORE	Manage coordinated operation assets
E7	CORE	Manage mission systems
E5	CORE	Organize Search And Rescue (SAR) and Combat Search And Rescue (CSAR) operations
E5	CORE	Prepare tactical lessons learned

CHAPTER 12



NAVAL AIRCREWMEN (AW)

NAVPERS 18068-12G
CH-62

Updated: April 2015

TABLE OF CONTENTS
NAVAL AIRCREWMEN (TACTICAL HELICOPTER) (AWR)

SCOPE OF RATING	AW-4(R)
GENERAL INFORMATION	AW-5(R)
TACTICAL MULTI-SENSOR OPERATOR	AW-6(R)
AIRCREW ADMINISTRATION	AW-6(R)
AIRCREW DUTIES	AW-7(R)
AIRCREW TRAINING	AW-8(R)
COMMUNICATIONS	AW-9(R)
ENVIRONMENTAL	AW-9(R)
LOGISTICS AND OPERATIONS	AW-9(R)
SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS	AW-10(R)
SENSOR SYSTEMS	AW-10(R)
SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS	AW-11(R)
TACTICS/TARGET MOTION ANALYSIS	AW-12(R)
WEAPONS, ORDNANCE, AND STORES	AW-12(R)
TACTICAL SYSTEMS OPERATOR	AW-13(R)
AIRCREW ADMINISTRATION	AW-13(R)
AIRCREW DUTIES	AW-14(R)
AIRCREW TRAINING	AW-15(R)
COMMUNICATIONS	AW-16(R)
ENVIRONMENTAL	AW-16(R)
LOGISTICS AND OPERATIONS	AW-16(R)
SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS	AW-17(R)
SENSOR SYSTEMS	AW-17(R)
SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS	AW-18(R)
TACTICS/TARGET MOTION ANALYSIS	AW-18(R)
WEAPONS, ORDNANCE, AND STORES	AW-19(R)
AIRCREW READINESS MANAGER (TACTICAL HELICOPTER)	AW-20(R)
AIRCREW ADMINISTRATION	AW-20(R)
AIRCREW DUTIES	AW-21(R)
AIRCREW TRAINING	AW-21(R)
COMMUNICATIONS	AW-22(R)
ENVIRONMENTAL	AW-22(R)
LOGISTICS AND OPERATIONS	AW-22(R)
SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS	AW-22(R)

TABLE OF CONTENTS
NAVAL AIRCREWMEN (TACTICAL HELICOPTER) (AWR) (CONT'D)

SENSOR SYSTEMS	AW-22(R)
SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS	AW-22(R)
TACTICS/TARGET MOTION ANALYSIS	AW-23(R)
WEAPONS, ORDNANCE, AND STORES	AW-23(R)
MULTI-MISSION HELICTOPTER SENSOR OPERATOR	AW-24(R)
AIRCREW ADMINISTRATION	AW-24(R)
AIRCREW DUTIES	AW-25(R)
AIRCREW TRAINING	AW-26(R)
COMMUNICATIONS	AW-27(R)
ENVIRONMENTAL	AW-27(R)
LOGISTICS AND OPERATIONS	AW-27(R)
SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS	AW-28(R)
SENSOR SYSTEMS	AW-28(R)
SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS	AW-29(R)
TACTICS/TARGET MOTION ANALYSIS	AW-30(R)
WEAPONS, ORDNANCE, AND STORES	AW-30(R)
AIRCRAFT CARRIER TACTICAL SUPPORT CENTER (CV-TSC) OPERATOR	AW-31(R)
AIRCRAFT CARRIER TACTICAL OPERATIONS	AW-31(R)
AIRCREW ADMINISTRATION	AW-32(R)
AIRCREW DUTIES	AW-32(R)
AIRCREW TRAINING	AW-32(R)
COMMUNICATIONS	AW-32(R)
ENVIRONMENTAL	AW-32(R)
SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS	AW-33(R)
SENSOR SYSTEMS	AW-33(R)
SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS	AW-34(R)
TACTICS/TARGET MOTION ANALYSIS	AW-34(R)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

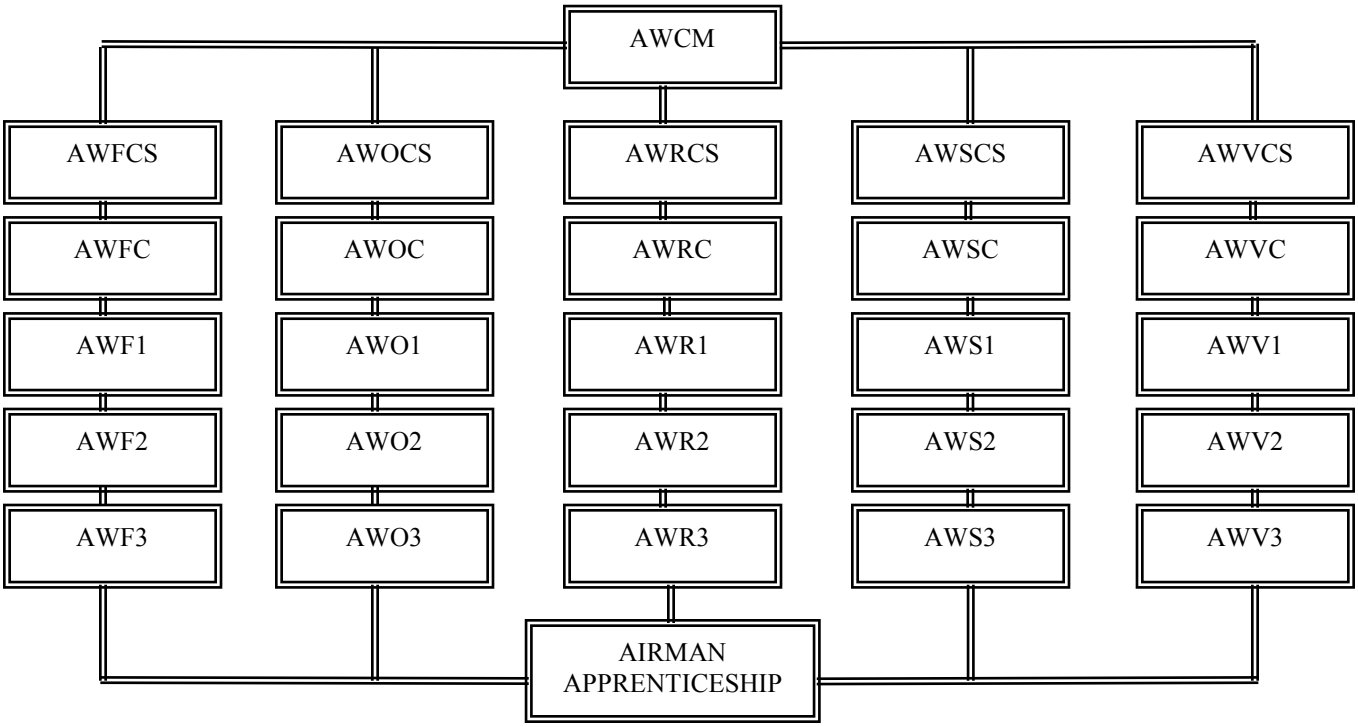
NAVAL AIRCREWMEN (TACTICAL HELICOPTER) (AWR)

SCOPE OF RATING

Naval Aircrewmen (Tactical Helicopter) (AWR) detect, analyze, classify, and track sub-surface,surface, and air contacts; perform Sound Navigation and Ranging (SONAR), sonobuoy, Radio Detection and Ranging (RADAR), Electronic Support Measures (ESM), Forward Looking Infrared (FLIR), Inverse Synthetic Aperture Radar (ISAR), and LINK-16 operations; help coordinate tactical communications relay; conduct weapons delivery in support of tactical missions; contribute to Naval Special Warfare (NSW) missions, to include: Search and Rescue (SAR), Combat Search and Rescue (CSAR), Night Vision Device (NVD) operations, navigation, passenger and cargo transport, Vertical Replenishment (VERTREP), Medical Evacuations (MEDEVAC), and crew-served weapons employment; perform observer duties for safety of flight; and contribute directly to aircrew operations, training, and administration.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 12.

GENERAL INFORMATION
CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Tactical Multi-Sensor Operator 002521

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	TACTICAL MULTI-SENSOR OPERATOR	TMS OP

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWR	NEC 7873

Job Description

Tactical Multi-Sensor Operators are members of integrated tactical crew aboard multi-mission helicopters; coordinate communications during tactical missions at sea; conduct weapons delivery; handle ordnance; detect, analyze, classify and track surface, subsurface, and air contacts; operate electronic sensor equipment; perform ground based aircrew duties that contribute directly to aircrew operations, training, and administration to maintain aircrew qualifications and certifications; perform Basic Life Support (BLS) and crew-served weapons employment; and conduct passenger and cargo transport, vertical replenishment, Medical Evacuations (MEDEVAC), and Search And Rescue (SAR) missions.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar Operator, General	121000	Air Crew Members	55-3011.00	Military Specific

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Coordination	*Inductive Reasoning*
Operation and Control	*Fluency of Ideas*
Management of Material Resources	*Control Precision*
Systems Analysis	*Information Ordering*
Quality Control Analysis	*Memorization*
Operation Monitoring	*Finger Dexterity*
Monitoring	*Visualization*
Instructing	*Written Expression*
Judgment and Decision Making	*Mathematical Reasoning*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer Aircrew Combat Training Continuum (ACTC) programs
E5	CORE	Administer command Search and Rescue (SAR) programs
E5	CORE	Administer Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E5	CORE	Analyze training and readiness matrices
E7	CORE	Brief fleet aviation training requirements to upper echelon
E6	NON-CORE	Certify Aircrew Combat Training Continuum (ACTC) qualifications in training jackets
E5	CORE	Certify command Search and Rescue (SAR) qualifications in training jackets
E5	CORE	Certify Naval Air Training and Operating Procedures Standardization (NATOPS) qualifications in training jackets
E5	CORE	Conduct aviation Search and Rescue (SAR) evaluations
E7	CORE	Conduct flight order audit boards
E7	CORE	Coordinate monthly training requirements
E6	CORE	Coordinate tactical exercises and missions
E5	NON-CORE	Maintain Aircrew Combat Training Continuum (ACTC) training jackets
E5	CORE	Maintain aircrew flight databases

E4	CORE	Maintain tactical publication libraries
E7	CORE	Manage aircrew administration
E7	CORE	Manage temporary flight order programs
E5	CORE	Prepare administrative briefs
E5	CORE	Prepare flight hour reports
E5	CORE	Review Naval Air Training and Operating Procedures Standardization (NATOPS) records
E6	CORE	Supervise aircrew administration
E5	CORE	Update aircrew course curriculum
E4	CORE	Update flight time log books
E5	CORE	Update individual flight time summaries

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Adjust cabin for mission configurations
E4	CORE	Arm laser systems
E4	CORE	Assist passengers into aircraft
E4	CORE	Calculate sensor formulas
E4	CORE	Calculate visual search altitudes
E4	CORE	Conduct aircraft fueling operations
E4	CORE	Conduct helicopter in-flight refueling
E4	CORE	Conduct helicopter passenger safety briefs
E4	CORE	Configure aircraft for Anti-Submarine Warfare (ASW) operations
E4	CORE	Configure Recovery, Assist, Securing, and Traversing (RAST) equipment for landing and take-off
E4	CORE	Evaluate weapons employment
E7	CORE	Manage aircrew duties
E4	CORE	Operate crew-served weapons and small arms
E4	CORE	Operate tactical system consoles
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform aircraft pre and post-flight inspections
E4	CORE	Perform aircraft vector procedures
E4	CORE	Perform Bomb Hit Assessments (BHA)
E4	CORE	Perform engine start-up procedures
E4	CORE	Perform flight mission planning
E4	CORE	Perform general aircraft servicing
E4	CORE	Perform in-flight observer duties
E4	CORE	Perform mission equipment operational checks
E4	CORE	Perform on station mission turnovers
E4	CORE	Perform pre and post-flight checks of rescue swimmer equipment
E4	CORE	Perform pre and post-flight checks of survival equipment

E4	CORE	Perform radar system pre-flight checks
E4	CORE	Perform small arms and crew-served weapons functional checks
E4	NON-CORE	Perform vibration analysis during flights
E4	CORE	Prepare aircraft static exhibits
E4	CORE	Report contacts
E4	CORE	Review aircraft discrepancy records
E6	CORE	Supervise aircrew duties

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Administer aircrew training programs
E7	CORE	Analyze monthly reports
E5	CORE	Conduct acoustic and non-acoustic training
E5	NON-CORE	Conduct Airborne Use of Force (AUF) training
E5	NON-CORE	Conduct Airborne Use of Force (AUF) training evaluations
E5	CORE	Conduct Aircraft Survivability Equipment (ASE) training
E5	CORE	Conduct Aircrew Combat Training Continuum (ACTC) evaluations
E7	CORE	Conduct aircrew training program evaluations
E5	CORE	Conduct aviation Search and Rescue (SAR) swimmer training
E5	CORE	Conduct crew-served weapons aerial gunnery training
E5	CORE	Conduct in-flight training
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) flight training
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) ground training
E4	CORE	Conduct sensor operator proficiency training
E5	CORE	Conduct small arms classroom training
E5	CORE	Conduct small arms live fire training
E5	CORE	Conduct survival training
E5	CORE	Conduct tactical flight training
E5	CORE	Conduct tactical ground training
E5	CORE	Conduct target recognition training
E6	CORE	Coordinate warfare training exercises
E6	CORE	Develop long and short range aircrew training plans
E5	NON-CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) exams
E5	CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) lesson material
E5	CORE	Develop tactical exams
E5	CORE	Develop tactical training materials

E5	NON-CORE	Facilitate crew resource management programs
E5	NON-CORE	Manage Airborne Use of Force (AUF) programs
E7	CORE	Manage aircrew systems training
E7	CORE	Manage Fleet Replacement Squadron (FRS) student productions
E7	CORE	Manage tactical training programs
E5	CORE	Operate Weapons Systems Trainers (WST) and Combat Systems Trainers (CST)
E6	CORE	Supervise aircrew systems training

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Deploy emergency signal devices
E4	CORE	Identify pyrotechnic communications
E7	CORE	Manage communications systems and operations
E4	CORE	Operate communications equipment
E4	CORE	Perform brevity code communications
E4	CORE	Perform Internal Systems (ICS) communications
E4	CORE	Perform radio communications
E6	CORE	Supervise aircrew communications
E4	CORE	Troubleshoot Internal Communication Systems (ICS)
E4	CORE	Troubleshoot radios

ENVIRONMENTAL

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Bathythermograph (BT) data
E4	CORE	Analyze bottom contour charts
E4	CORE	Analyze environmental data
E4	CORE	Analyze meteorological and oceanographic conditions
E4	CORE	Analyze sound transmission paths
E4	CORE	Classify sound transmission paths
E4	CORE	Determine tactical environmental considerations
E7	CORE	Manage environmental data and products
E4	CORE	Perform on station environmental updates
E4	CORE	Perform Operational Reporting (OPREP) procedures
E6	CORE	Supervise environmental data and product development

LOGISTICS AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct cargo operations
E4	CORE	Conduct passenger transfers
E4	CORE	Configure aircraft for cargo operations
E6	CORE	Coordinate aircraft configurations with maintenance control
E5	CORE	Coordinate flight mission priorities
E7	CORE	Coordinate long and short range aircraft operational availability plans

E5	CORE	Determine aircrew requirements and qualifications for flight and simulator events
E4	CORE	Load cargo into aircraft
E7	CORE	Manage aircrew qualification and readiness program evaluations
E6	CORE	Manage aircrew qualification and readiness programs
E7	CORE	Manage aircrew requirements and qualifications for flight and simulator events
E7	CORE	Manage coordinated operation assets
E7	CORE	Manage logistics operations
E7	NON-CORE	Manage Operational Target (OPTAR) budgets
E7	NON-CORE	Match aircrew to mission detachment and crew requirements
E7	CORE	Prepare country clearance messages
E5	CORE	Prepare flight schedules
E7	CORE	Prioritize aircrew assignments
E6	CORE	Request airlifts
E6	CORE	Supervise logistics operations

SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Attach rescue devices to rescue hoist
E4	CORE	Configure aircraft for Search and Rescue (SAR)
E6	CORE	Coordinate Combat Search and Rescue (CSAR) operations
E5	CORE	Coordinate Search and Rescue (SAR) missions
E4	CORE	Deploy rescue devices
E4	CORE	Deploy rescue swimmers
E4	CORE	Perform Basic Life Support (BLS)
E4	CORE	Perform Combat Search and Rescue (CSAR) authentication procedures
E4	CORE	Perform in-water aviation rescue swimmer procedures
E4	CORE	Perform Medical Evacuations (MEDEVAC)
E4	CORE	Perform survivor assessments
E4	CORE	Plot survivor locations
E4	CORE	Recover rescue devices
E4	CORE	Recover rescue swimmers and survivors

SENSOR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze active and passive contact data
E4	CORE	Analyze Electronic Warfare Support (ES) contacts
E4	CORE	Analyze Forward Looking Infrared (FLIR) contacts
E4	CORE	Analyze in-flight threat data
E4	CORE	Analyze Infrared (IR) and Electro Optics (EO) contact data
E4	CORE	Analyze Magnetic Anomaly Detection (MAD) contacts
E4	CORE	Analyze mission tactical plots
E4	CORE	Analyze pre and post-flight mission data

E4	CORE	Analyze radar contact data
E4	CORE	Classify Electronic Warfare Support (ES) contacts
E4	CORE	Classify Forward Looking Infrared (FLIR) contacts
E4	CORE	Classify Magnetic Anomaly Detection (MAD) contact data
E4	CORE	Classify non-acoustic contact data
E4	CORE	Classify passive and active contacts
E4	CORE	Collect contact information
E4	CORE	Conduct Electronic Warfare Support (ES) searches
E4	CORE	Conduct Identification Friend or Foe (IFF) and Selective Identification Feature (SIF) interrogations
E4	CORE	Conduct passive acoustic searches
E4	CORE	Correlate Electronic Warfare Support (ES) contact information
E4	CORE	Determine optimum sensor effectiveness
E4	CORE	Evaluate in-flight radar data
E4	CORE	Gather Aircraft Survivability Equipment (ASE) threat data
E4	CORE	Identify sonobouy aural cues
E4	CORE	Initiate mission systems
E7	CORE	Manage sensor systems operations
E4	CORE	Monitor Aircraft Survivability Equipment (ASE)
E4	CORE	Operate analysis equipment
E4	CORE	Operate Forward Looking Infrared (FLIR) tape recording equipment
E4	CORE	Operate Magnetic Anomaly Detection (MAD) system reeling machines
E4	CORE	Operate mission data recorder system equipment
E4	CORE	Perform aircraft systems testing
E4	CORE	Perform Magnetic Anomaly Detection (MAD) compensations
E4	CORE	Perform weather avoidance radar navigation
E4	CORE	Program Aircraft Survivability Equipment (ASE)
E4	CORE	Set up tactical plots
E6	CORE	Supervise sensor systems operations
E4	CORE	Track contacts and Targets of Interest (TOI)
E4	CORE	Transmit data link information
E4	CORE	Troubleshoot mission systems

SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Classify visual contacts information
E4	NON-CORE	Conduct Airborne Use of Force (AUF) special operations
E4	CORE	Conduct Infrared (IR) and Electro Optical (EO) surveillances
E4	CORE	Conduct Night Vision Device (NVD) flight operations
E4	CORE	Configure aircraft for Special Warfare Operations (SPECOPS)
E4	CORE	Configure Night Vision Devices (NVD) for environmental conditions

E4	CORE	Deploy Naval Special Warfare (NSW) equipment
E4	CORE	Deploy special warfare personnel
E4	CORE	Operate vision enhancement devices in-flight
E4	CORE	Perform aerial photography
E4	CORE	Perform Night Vision Device (NVD) pre-flight checks
E4	CORE	Perform photographic riggings
E4	CORE	Perform visual searches
E7	CORE	Plan Naval Special Warfare (NSW) operations
E4	CORE	Troubleshoot Night Vision Device (NVD) equipment in-flight

TACTICS/TARGET MOTION ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate sensor ranges
E4	CORE	Conduct Over-The-Horizon Targeting (OTHT)
E4	CORE	Conduct tactical airborne radar operations
E4	CORE	Conduct Target Motion Analysis (TMA)
E4	CORE	Construct search patterns
E4	CORE	Determine acoustic sensor search depths
E4	CORE	Determine attack criteria for weapons release
E4	CORE	Determine Target of Interest (TOI) datum
E5	CORE	Develop tactical proficiency programs
E5	NON-CORE	Develop tactical simulator scenarios
E4	CORE	Identify contacts' Closest Point of Approach (CPA)
E4	CORE	Plot Electronic Warfare Support (ES) contact intercepts
E4	CORE	Plot radar contact intercepts
E4	CORE	Verify Area Of Probability (AOP)

WEAPONS, ORDNANCE, AND STORES

Paygrade	Task Type	Task Statements
E4	CORE	Arm search stores
E4	CORE	Configure aircraft stores
E4	CORE	Deploy mission stores
E4	CORE	Deploy sonobouys
E4	CORE	Document ordnance expenditures
E7	CORE	Manage Non-Combat Expenditure Allocations (NCEA)
E7	CORE	Plan ordnance operations
E4	CORE	Program sonobouys
E4	CORE	Secure ordnance in aircraft
E5	CORE	Track ordnance allocations and inventories
E4	CORE	Troubleshoot crew-served weapons in-flight
E4	CORE	Verify sonobouy programmable settings

Job Title

Tactical Systems Operator

Job Code

002549

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	TACTICAL SYSTEMS OPERATOR	ASW OP

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWR	NEC 7876

Job Description

Tactical Systems Operators are members of integrated tactical crews aboard multi-mission helicopters; detect, analyze, classify and track subsurface contacts utilizing state of the art technology; perform sonar and sonobuoy operations, help coordinate tactical communications relay, and conduct weapons delivery in support of tactical missions worldwide; contribute directly to aircrew operations and Naval Special Warfare (NSW) missions such as: Search and Rescue (SAR), Combat Search and Rescue (CSAR), Night Vision Device (NVD) operations, navigation, passenger and cargo transport, Vertical Replenishment (VERTREP), Medical Evacuations (MEDEVAC), and crew-served weapons employment; and perform observer duties for safety of flight.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar Operator, General	121000	Air Crew Members	55-3011.00	Military Specific

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Coordination	*Inductive Reasoning*
Operation and Control	*Fluency of Ideas*
Management of Material Resources	*Control Precision*
Systems Analysis	*Information Ordering*
Quality Control Analysis	*Memorization*
Operation Monitoring	*Visualization*
Monitoring	*Written Expression*
Instructing	*Finger Dexterity*
Systems Evaluation	*Mathematical Reasoning*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer Aircrew Combat Training Continuum (ACTC) programs
E5	CORE	Administer command Search and Rescue (SAR) programs
E5	CORE	Administer Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E5	CORE	Analyze training and readiness matrices
E7	CORE	Brief fleet aviation training requirements to upper echelon
E6	NON-CORE	Certify Aircrew Combat Training Continuum (ACTC) qualifications in training jackets
E5	CORE	Certify command Search and Rescue (SAR) qualifications in training jackets
E5	CORE	Certify Naval Air Training and Operating Procedures Standardization (NATOPS) qualifications in training jackets
E5	CORE	Conduct aviation Search and Rescue (SAR) evaluations
E7	CORE	Conduct flight order audit boards
E7	CORE	Coordinate monthly training requirements
E6	CORE	Coordinate tactical exercises and missions
E5	NON-CORE	Maintain Aircrew Combat Training Continuum (ACTC) training jackets
E5	CORE	Maintain aircrew flight databases
E4	CORE	Maintain tactical publication libraries

E7	CORE	Manage aircrew administration
E7	CORE	Manage temporary flight order programs
E5	CORE	Prepare administrative briefs
E5	CORE	Prepare flight hour reports
E5	CORE	Review Naval Air Training and Operating Procedures Standardization (NATOPS) records
E6	CORE	Supervise aircrew administration
E5	CORE	Update aircrew course curriculum
E4	CORE	Update flight time log books
E5	CORE	Update individual flight time summaries

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Adjust cabin for mission configurations
E4	CORE	Arm laser systems
E4	CORE	Assist passengers into aircraft
E4	CORE	Calculate sensor formulas
E4	CORE	Calculate visual search altitudes
E4	CORE	Conduct aircraft fueling operations
E4	CORE	Conduct helicopter in-flight refueling
E4	CORE	Conduct helicopter passenger safety briefs
E4	CORE	Configure aircraft for Anti-Submarine Warfare (ASW) operations
E4	CORE	Configure Recovery, Assist, Securing, and Traversing (RAST) equipment for landing and take-off
E4	CORE	Evaluate weapons employment
E7	CORE	Manage aircrew duties
E4	CORE	Operate crew-served weapons and small arms
E4	CORE	Operate tactical system consoles
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform aircraft pre and post-flight inspections
E4	CORE	Perform aircraft vector procedures
E4	CORE	Perform Bomb Hit Assessments (BHA)
E4	CORE	Perform engine start-up procedures
E4	CORE	Perform flight mission planning
E4	CORE	Perform general aircraft servicing
E4	CORE	Perform in-flight observer duties
E4	CORE	Perform mission equipment operational checks
E4	CORE	Perform on station mission turnovers
E4	CORE	Perform pre and post-flight checks of rescue swimmer equipment
E4	CORE	Perform pre and post-flight checks of survival equipment
E4	CORE	Perform small arms and crew-served weapons functional checks

E4	NON-CORE	Perform vibration analysis during flights
E4	CORE	Prepare aircraft static exhibits
E4	CORE	Report contacts
E4	CORE	Review aircraft discrepancy records
E6	CORE	Supervise aircrew duties

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Administer aircrew training programs
E7	CORE	Analyze monthly reports
E5	CORE	Conduct acoustic and non-acoustic training
E5	NON-CORE	Conduct Airborne Use of Force (AUF) training
E5	NON-CORE	Conduct Airborne Use of Force (AUF) training evaluations
E5	CORE	Conduct Aircraft Survivability Equipment (ASE) training
E5	CORE	Conduct Aircrew Combat Training Continuum (ACTC) evaluations
E7	CORE	Conduct aircrew training program evaluations
E5	CORE	Conduct aviation Search and Rescue (SAR) swimmer training
E5	CORE	Conduct crew-served weapons aerial gunnery training
E5	CORE	Conduct in-flight training
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) flight training
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) ground training
E4	CORE	Conduct sensor operator proficiency training
E5	CORE	Conduct small arms classroom training
E5	CORE	Conduct small arms live fire training
E5	CORE	Conduct survival training
E5	CORE	Conduct tactical flight training
E5	CORE	Conduct tactical ground training
E5	CORE	Conduct target recognition training
E6	CORE	Coordinate warfare training exercises
E6	CORE	Develop long and short range aircrew training plans
E5	NON-CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) exams
E5	CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) lesson material
E5	CORE	Develop tactical exams
E5	CORE	Develop tactical training materials
E5	NON-CORE	Facilitate crew resource management programs
E5	NON-CORE	Manage Airborne Use of Force (AUF) programs
E7	CORE	Manage aircrew systems training

E7	CORE	Manage Fleet Replacement Squadron (FRS) student productions
E7	CORE	Manage tactical training programs
E5	CORE	Operate Weapons Systems Trainers (WST) and Combat Systems Trainers (CST)
E6	CORE	Supervise aircrew systems training

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct underwater communications
E4	CORE	Deploy emergency signal devices
E4	CORE	Identify pyrotechnic communications
E7	CORE	Manage communications systems and operations
E4	CORE	Operate communications equipment
E4	CORE	Perform brevity code communications
E4	CORE	Perform Internal Systems (ICS) communications
E4	CORE	Perform radio communications
E6	CORE	Supervise aircrew communications
E4	CORE	Troubleshoot Internal Communication Systems (ICS)
E4	CORE	Troubleshoot radios

ENVIRONMENTAL

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Bathythermograph (BT) data
E4	CORE	Analyze bottom contour charts
E4	CORE	Analyze environmental data
E4	CORE	Analyze meteorological and oceanographic conditions
E4	CORE	Analyze sound transmission paths
E4	CORE	Classify sound transmission paths
E4	CORE	Determine tactical environmental considerations
E7	CORE	Manage environmental data and products
E4	CORE	Perform on station environmental updates
E4	CORE	Perform Operational Reporting (OPREP) procedures
E6	CORE	Supervise environmental data and product development

LOGISTICS AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct cargo operations
E4	CORE	Conduct passenger transfers
E4	CORE	Configure aircraft for cargo operations
E6	CORE	Coordinate aircraft configurations with maintenance control
E5	CORE	Coordinate flight mission priorities
E7	CORE	Coordinate long and short range aircraft operational availability plans
E5	CORE	Determine aircrew requirements and qualifications for flight and simulator events
E4	CORE	Load cargo into aircraft

E7	CORE	Manage aircrew qualification and readiness program evaluations
E6	CORE	Manage aircrew qualification and readiness programs
E7	CORE	Manage aircrew requirements and qualifications for flight and simulator events
E7	CORE	Manage coordinated operation assets
E7	CORE	Manage logistics operations
E7	NON-CORE	Manage Operational Target (OPTAR) budgets
E7	NON-CORE	Match aircrew to mission detachment and crew requirements
E7	CORE	Prepare country clearance messages
E5	CORE	Prepare flight schedules
E7	CORE	Prioritize aircrew assignments
E6	CORE	Request airlifts
E6	CORE	Supervise logistics operations

SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Attach rescue devices to rescue hoist
E4	CORE	Configure aircraft for Search and Rescue (SAR)
E6	CORE	Coordinate Combat Search and Rescue (CSAR) operations
E5	CORE	Coordinate Search and Rescue (SAR) missions
E4	CORE	Deploy rescue devices
E4	CORE	Deploy rescue swimmers
E4	CORE	Perform Basic Life Support (BLS)
E4	CORE	Perform Combat Search and Rescue (CSAR) authentication procedures
E4	CORE	Perform in-water aviation rescue swimmer procedures
E4	CORE	Perform Medical Evacuations (MEDEVAC)
E4	CORE	Perform survivor assessments
E4	CORE	Plot survivor locations
E4	CORE	Recover rescue devices
E4	CORE	Recover rescue swimmers and survivors

SENSOR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze active and passive contact data
E4	CORE	Analyze Forward Looking Infrared (FLIR) contacts
E4	CORE	Analyze in-flight threat data
E4	CORE	Analyze mission tactical plots
E4	CORE	Analyze pre and post-flight mission data
E4	CORE	Classify Forward Looking Infrared (FLIR) contacts
E4	CORE	Classify non-acoustic contact data
E4	CORE	Classify passive and active contacts
E4	CORE	Collect contact information
E4	CORE	Conduct passive acoustic searches
E4	CORE	Deploy sonar domes

E4	CORE	Determine optimum sensor effectiveness
E4	CORE	Gather Aircraft Survivability Equipment (ASE) threat data
E4	CORE	Identify sonobouy aural cues
E4	CORE	Initiate mission systems
E7	CORE	Manage sensor systems operations
E4	CORE	Monitor Aircraft Survivability Equipment (ASE)
E4	CORE	Operate analysis equipment
E4	CORE	Operate Forward Looking Infrared (FLIR) tape recording equipment
E4	CORE	Operate mission data recorder system equipment
E4	CORE	Perform aircraft systems testing
E4	CORE	Program Aircraft Survivability Equipment (ASE)
E4	CORE	Set up tactical plots
E6	CORE	Supervise sensor systems operations
E4	CORE	Track contacts and Targets of Interest (TOI)
E4	CORE	Troubleshoot mission systems

SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Classify visual contacts information
E4	NON-CORE	Conduct Airborne Use of Force (AUF) special operations
E4	CORE	Conduct Infrared (IR) and Electro Optical (EO) surveillances
E4	CORE	Conduct Night Vision Device (NVD) flight operations
E4	CORE	Configure aircraft for Special Warfare Operations (SPECOPS)
E4	CORE	Configure Night Vision Devices (NVD) for environmental conditions
E4	CORE	Deploy Naval Special Warfare (NSW) equipment
E4	CORE	Deploy special warfare personnel
E4	CORE	Operate vision enhancement devices in-flight
E4	CORE	Perform aerial photography
E4	CORE	Perform Night Vision Device (NVD) pre-flight checks
E4	CORE	Perform photographic riggings
E4	CORE	Perform visual searches
E7	CORE	Plan Naval Special Warfare (NSW) operations
E4	CORE	Troubleshoot Night Vision Device (NVD) equipment in-flight

TACTICS/TARGET MOTION ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate sensor ranges
E4	CORE	Conduct Target Motion Analysis (TMA)
E4	CORE	Construct search patterns
E4	CORE	Determine acoustic sensor search depths
E4	CORE	Determine attack criteria for weapons release
E4	CORE	Determine Target of Interest (TOI) datum

E5	CORE	Develop tactical proficiency programs
E5	NON-CORE	Develop tactical simulator scenarios
E4	CORE	Identify contacts' Closest Point of Approach (CPA)
E4	CORE	Verify Area Of Probability (AOP)

WEAPONS, ORDNANCE, AND STORES

Paygrade	Task Type	Task Statements
E4	CORE	Arm search stores
E4	CORE	Configure aircraft stores
E4	CORE	Deploy mission stores
E4	CORE	Deploy sonobouys
E4	CORE	Document ordnance expenditures
E7	CORE	Manage Non-Combat Expenditure Allocations (NCEA)
E7	CORE	Plan ordnance operations
E4	CORE	Program sonobouys
E4	CORE	Secure ordnance in aircraft
E5	CORE	Track ordnance allocations and inventories
E4	CORE	Troubleshoot crew-served weapons in-flight
E4	CORE	Verify sonobouy programmable settings

Job Title **Job Code**

Aircrew Readiness Manager (Tactical Helicopter) 002743

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	ACREW READINESS MGR TAC HELO	ARM (TAC HELO)

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWR	Not Applicable

Job Description

Aircrew Readiness Managers (Tactical Helicopter) are crucial and integral members of staffs, operational commands, and squadrons; coordinate the operational, administrative, and aircrew scheduling functions for the organization; administer and manage training programs and resources for naval aircrew, manage standardization of aircrew training programs to enhance proficiency and readiness, and coordinate all aspects of aircrew training to meet the rigorous demands of operational commitments worldwide; administer and direct the Naval Air Training and Operating Procedures Standardization (NATOPS) and the Search and Rescue (SAR) programs; and direct tactics, training and readiness, ordnance and weapons, and aircrew training. As program managers, they analyze training resource requirements; review and approve contract options for new training devices and programs; develop and revise curriculum; incorporate and initiate new aircrew training programs; manage student quotas, qualifications and certifications; and coordinate aircrew physical fitness and health program initiatives.

DoD Relationship

Group Title	*DoD Code*
Air Crew, General	10500

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Airfield Operations Specialists	53-2022.00	Transportation and Material Moving

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Coordination	*Fluency of Ideas*
Quality Control Analysis	*Inductive Reasoning*
Management of Material Resources	*Information Ordering*
Monitoring	*Visualization*
Management of Personnel Resources	*Originality*
Instructing	*Written Expression*
Writing	*Memorization*
Judgment and Decision Making	*Oral Expression*
Systems Analysis	*Selective Attention*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer Aircrew Combat Training Continuum (ACTC) programs
E5	CORE	Administer command Search and Rescue (SAR) programs
E5	CORE	Analyze training and readiness matrices
E7	CORE	Brief fleet aviation training requirements to upper echelon
E6	NON-CORE	Certify Aircrew Combat Training Continuum (ACTC) qualifications in training jackets
E5	CORE	Certify command Search and Rescue (SAR) qualifications in training jackets
E5	CORE	Certify Naval Air Training and Operating Procedures Standardization (NATOPS) qualifications in training jackets
E5	CORE	Conduct aviation Search and Rescue (SAR) evaluations
E7	NON-CORE	Conduct fleet acquisition program briefs
E7	CORE	Conduct flight order audit boards
E7	CORE	Coordinate monthly training requirements
E6	CORE	Coordinate tactical exercises and missions
E7	NON-CORE	Coordinate training systems acquisition contracts
E7	NON-CORE	Coordinate weapons system designs with contract engineers

E7	NON-CORE	Define aircrew readiness requirements for individuals and crews
E7	NON-CORE	Implement aircrew manpower processes from accession to fleet integration
E5	NON-CORE	Maintain Aircrew Combat Training Continuum (ACTC) training jackets
E7	CORE	Manage aircrew administration
E7	CORE	Manage temporary flight order programs
E5	CORE	Prepare administrative briefs
E5	CORE	Review Naval Air Training and Operating Procedures Standardization (NATOPS) records
E6	CORE	Supervise aircrew administration
E5	CORE	Update aircrew course curriculum

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E7	CORE	Manage aircrew duties
E6	CORE	Supervise aircrew duties

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Administer aircrew training programs
E7	CORE	Analyze monthly reports
E5	CORE	Conduct acoustic and non-acoustic training
E5	NON-CORE	Conduct Airborne Use of Force (AUF) training
E5	NON-CORE	Conduct Airborne Use of Force (AUF) training evaluations
E7	CORE	Conduct aircrew training program evaluations
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) flight training
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) ground training
E6	CORE	Coordinate warfare training exercises
E7	CORE	Determine aircrew requirements for aerial gunnery
E7	CORE	Determine present and future fleet aviation training requirements
E6	CORE	Develop long and short range aircrew training plans
E5	NON-CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) exams
E5	CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) lesson material
E5	CORE	Develop tactical training materials
E5	NON-CORE	Facilitate crew resource management programs
E5	NON-CORE	Manage Airborne Use of Force (AUF) programs

E7	CORE	Manage aircrew systems training
E7	CORE	Manage Fleet Replacement Squadron (FRS) student productions
E7	CORE	Manage tactical training programs
E6	CORE	Supervise aircrew systems training

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Manage communications systems and operations
E6	CORE	Supervise aircrew communications

ENVIRONMENTAL

Paygrade	Task Type	Task Statements
E7	CORE	Manage environmental data and products
E6	CORE	Supervise environmental data and product development

LOGISTICS AND OPERATIONS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Analyze emerging technology to meet fleet training requirements
E5	CORE	Coordinate flight mission priorities
E7	CORE	Coordinate long and short range aircraft operational availability plans
E7	CORE	Manage aircrew qualification and readiness program evaluations
E6	CORE	Manage aircrew qualification and readiness programs
E7	CORE	Manage aircrew requirements and qualifications for flight and simulator events
E7	CORE	Manage coordinated operation assets
E7	CORE	Manage logistics operations
E7	NON-CORE	Manage Operational Target (OPTAR) budgets
E7	NON-CORE	Match aircrew to mission detachment and crew requirements
E7	CORE	Monitor fleet training and readiness levels
E7	CORE	Prepare country clearance messages
E7	CORE	Prioritize aircrew assignments
E6	CORE	Request airlifts
E6	CORE	Supervise logistics operations

SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate Combat Search and Rescue (CSAR) operations

SENSOR SYSTEMS

Paygrade	Task Type	Task Statements
E7	CORE	Manage sensor systems operations
E6	CORE	Supervise sensor systems operations

SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Plan Naval Special Warfare (NSW) operations

TACTICS/TARGET MOTION ANALYSIS

Paygrade	Task Type	Task Statements
E5	CORE	Develop tactical proficiency programs
E5	NON-CORE	Develop tactical simulator scenarios

WEAPONS, ORDNANCE, AND STORES

Paygrade	Task Type	Task Statements
E7	CORE	Manage Non-Combat Expenditure Allocations (NCEA)
E7	CORE	Plan ordnance operations
E5	CORE	Track ordnance allocations and inventories

Job Title **Job Code**

Multi-Mission Helicopter Sensor Operator 002747

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	MULTI-MISSION SENSOR OPERATOR	MM SENSOR OP

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWR	NEC 7875

Job Description

Multi-Mission Helicopter Sensor Operators are members of integrated tactical crew aboard multi-mission helicopters; coordinate communications during tactical missions at sea; conduct weapons delivery; detect, analyze, classify and track surface, subsurface, and air contacts; operate electronic sensor equipment; perform ground based aircrew duties that contribute directly to aircrew operations, training, and administration to maintain aircrew qualifications and certifications; perform Basic Life Support (BLS); handle and employ Search and Rescue (SAR) and crew-served weapons ordnance; and conduct passenger and cargo transport, vertical replenishment, Medical Evacuations (MEDEVAC), and Search And Rescue missions (SAR).

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar Operator, General	121000	Air Crew Members	55-3011.00	Military Specific

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Coordination	*Inductive Reasoning*
Operation and Control	*Fluency of Ideas*
Management of Material Resources	*Control Precision*
Systems Analysis	*Information Ordering*
Quality Control Analysis	*Memorization*
Operation Monitoring	*Finger Dexterity*
Monitoring	*Visualization*
Instructing	*Written Expression*
Judgment and Decision Making	*Mathematical Reasoning*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer Aircrew Combat Training Continuum (ACTC) programs
E5	CORE	Administer command Search and Rescue (SAR) programs
E5	CORE	Administer Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E5	CORE	Analyze training and readiness matrices
E7	CORE	Brief fleet aviation training requirements to upper echelon
E6	NON-CORE	Certify Aircrew Combat Training Continuum (ACTC) qualifications in training jackets
E5	CORE	Certify command Search and Rescue (SAR) qualifications in training jackets
E5	CORE	Certify Naval Air Training and Operating Procedures Standardization (NATOPS) qualifications in training jackets
E5	CORE	Conduct aviation Search and Rescue (SAR) evaluations
E7	CORE	Conduct flight order audit boards
E7	CORE	Coordinate monthly training requirements
E6	CORE	Coordinate tactical exercises and missions
E5	NON-CORE	Maintain Aircrew Combat Training Continuum (ACTC) training jackets
E5	CORE	Maintain aircrew flight databases
E4	CORE	Maintain tactical publication libraries

E7	CORE	Manage aircrew administration
E7	CORE	Manage temporary flight order programs
E5	CORE	Prepare administrative briefs
E5	CORE	Prepare flight hour reports
E5	CORE	Review Naval Air Training and Operating Procedures Standardization (NATOPS) records
E6	CORE	Supervise aircrew administration
E5	CORE	Update aircrew course curriculum
E4	CORE	Update flight time log books
E5	CORE	Update individual flight time summaries

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Adjust cabin for mission configurations
E4	CORE	Arm laser systems
E4	CORE	Assist passengers into aircraft
E4	CORE	Calculate sensor formulas
E4	CORE	Calculate visual search altitudes
E4	CORE	Conduct aircraft fueling operations
E4	CORE	Conduct helicopter in-flight refueling
E4	CORE	Conduct helicopter passenger safety briefs
E4	CORE	Configure aircraft for Anti-Submarine Warfare (ASW) operations
E4	CORE	Configure Recovery, Assist, Securing, and Traversing (RAST) equipment for landing and take-off
E4	CORE	Evaluate weapons employment
E4	CORE	Load classified mission system data
E7	CORE	Manage aircrew duties
E4	CORE	Operate crew-served weapons and small arms
E4	CORE	Operate tactical system consoles
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform aircraft pre and post-flight inspections
E4	CORE	Perform aircraft vector procedures
E4	CORE	Perform Bomb Hit Assessments (BHA)
E4	CORE	Perform engine start-up procedures
E4	CORE	Perform flight mission planning
E4	CORE	Perform general aircraft servicing
E4	CORE	Perform in-flight observer duties
E4	CORE	Perform mission equipment operational checks
E4	CORE	Perform on station mission turnovers
E4	CORE	Perform pre and post-flight checks of rescue swimmer equipment
E4	CORE	Perform pre and post-flight checks of survival equipment

E4	CORE	Perform small arms and crew-served weapons functional checks
E4	CORE	Prepare aircraft static exhibits
E4	CORE	Report contacts
E4	CORE	Review aircraft discrepancy records
E6	CORE	Supervise aircrew duties

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Administer aircrew training programs
E7	CORE	Analyze monthly reports
E5	CORE	Conduct acoustic and non-acoustic training
E5	NON-CORE	Conduct Airborne Use of Force (AUF) training
E5	NON-CORE	Conduct Airborne Use of Force (AUF) training evaluations
E5	CORE	Conduct Aircraft Survivability Equipment (ASE) training
E5	CORE	Conduct Aircrew Combat Training Continuum (ACTC) evaluations
E7	CORE	Conduct aircrew training program evaluations
E5	CORE	Conduct aviation Search and Rescue (SAR) swimmer training
E5	CORE	Conduct crew-served weapons aerial gunnery training
E5	CORE	Conduct in-flight training
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) flight training
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) ground training
E4	CORE	Conduct sensor operator proficiency training
E5	CORE	Conduct small arms classroom training
E5	CORE	Conduct small arms live fire training
E5	CORE	Conduct survival training
E5	CORE	Conduct tactical flight training
E5	CORE	Conduct tactical ground training
E5	CORE	Conduct target recognition training
E6	CORE	Coordinate warfare training exercises
E6	CORE	Develop long and short range aircrew training plans
E5	NON-CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) exams
E5	CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) lesson material
E5	CORE	Develop tactical exams
E5	CORE	Develop tactical training materials
E5	NON-CORE	Facilitate crew resource management programs
E5	NON-CORE	Manage Airborne Use of Force (AUF) programs
E7	CORE	Manage aircrew systems training

E7	CORE	Manage Fleet Replacement Squadron (FRS) student productions
E7	CORE	Manage tactical training programs
E5	CORE	Operate Weapons Systems Trainers (WST) and Combat Systems Trainers (CST)
E6	CORE	Supervise aircrew systems training

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct underwater communications
E4	CORE	Deploy emergency signal devices
E4	CORE	Identify pyrotechnic communications
E7	CORE	Manage communications systems and operations
E4	CORE	Operate communications equipment
E4	CORE	Perform brevity code communications
E4	CORE	Perform Internal Systems (ICS) communications
E4	CORE	Perform radio communications
E6	CORE	Supervise aircrew communications
E4	CORE	Troubleshoot Internal Communication Systems (ICS)
E4	CORE	Troubleshoot radios

ENVIRONMENTAL

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Bathythermograph (BT) data
E4	CORE	Analyze bottom contour charts
E4	CORE	Analyze environmental data
E4	CORE	Analyze meteorological and oceanographic conditions
E4	CORE	Analyze sound transmission paths
E4	CORE	Classify sound transmission paths
E4	CORE	Determine tactical environmental considerations
E7	CORE	Manage environmental data and products
E4	CORE	Perform on station environmental updates
E4	CORE	Perform Operational Reporting (OPREP) procedures
E6	CORE	Supervise environmental data and product development

LOGISTICS AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct cargo operations
E4	CORE	Conduct passenger transfers
E4	CORE	Configure aircraft for cargo operations
E6	CORE	Coordinate aircraft configurations with maintenance control
E5	CORE	Coordinate flight mission priorities
E7	CORE	Coordinate long and short range aircraft operational availability plans
E5	CORE	Determine aircrew requirements and qualifications for flight and simulator events
E4	CORE	Load cargo into aircraft

E7	CORE	Manage aircrew qualification and readiness program evaluations
E6	CORE	Manage aircrew qualification and readiness programs
E7	CORE	Manage aircrew requirements and qualifications for flight and simulator events
E7	CORE	Manage coordinated operation assets
E7	CORE	Manage logistics operations
E7	NON-CORE	Manage Operational Target (OPTAR) budgets
E7	NON-CORE	Match aircrew to mission detachment and crew requirements
E7	CORE	Prepare country clearance messages
E5	CORE	Prepare flight schedules
E7	CORE	Prioritize aircrew assignments
E6	CORE	Request airlifts
E6	CORE	Supervise logistics operations

SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Attach rescue devices to rescue hoist
E4	CORE	Configure aircraft for Search and Rescue (SAR)
E6	CORE	Coordinate Combat Search and Rescue (CSAR) operations
E5	CORE	Coordinate Search and Rescue (SAR) missions
E4	CORE	Deploy rescue devices
E4	CORE	Deploy rescue swimmers
E4	CORE	Perform Basic Life Support (BLS)
E4	CORE	Perform Combat Search and Rescue (CSAR) authentication procedures
E4	CORE	Perform in-water aviation rescue swimmer procedures
E4	CORE	Perform Medical Evacuations (MEDEVAC)
E4	CORE	Perform survivor assessments
E4	CORE	Plot survivor locations
E4	CORE	Recover rescue devices
E4	CORE	Recover rescue swimmers and survivors

SENSOR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze active and passive contact data
E4	CORE	Analyze Electronic Warfare Support (ES) contacts
E4	CORE	Analyze in-flight threat data
E4	CORE	Analyze Infrared (IR) and Electro Optics (EO) contact data
E4	CORE	Analyze mission tactical plots
E4	CORE	Analyze Multi-Spectral Targeting System (MTS) contact data
E4	CORE	Analyze pre and post-flight mission data
E4	CORE	Analyze radar contact data
E4	CORE	Classify Electronic Warfare Support (ES) contacts
E4	CORE	Classify Multi-Spectral Targeting System (MTS) contacts
E4	CORE	Classify non-acoustic contact data

E4	CORE	Classify passive and active contacts
E4	CORE	Collect contact information
E4	CORE	Conduct Electronic Warfare Support (ES) searches
E4	CORE	Conduct Identification Friend or Foe (IFF) and Selective Identification Feature (SIF) interrogations
E4	CORE	Conduct passive acoustic searches
E4	CORE	Correlate Electronic Warfare Support (ES) contact information
E4	CORE	Deploy sonar domes
E4	CORE	Determine optimum sensor effectiveness
E4	CORE	Evaluate in-flight radar data
E4	CORE	Gather Aircraft Survivability Equipment (ASE) threat data
E4	CORE	Identify sonobouy aural cues
E4	CORE	Initiate mission systems
E7	CORE	Manage sensor systems operations
E4	CORE	Monitor Aircraft Survivability Equipment (ASE)
E4	CORE	Operate analysis equipment
E4	CORE	Operate mission data recorder system equipment
E4	CORE	Perform aircraft systems testing
E4	CORE	Perform weather avoidance radar navigation
E4	CORE	Program Aircraft Survivability Equipment (ASE)
E4	CORE	Set up tactical plots
E6	CORE	Supervise sensor systems operations
E4	CORE	Track contacts and Targets of Interest (TOI)
E4	CORE	Transmit data link information
E4	CORE	Troubleshoot mission systems

SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Classify visual contacts information
E4	NON-CORE	Conduct Airborne Use of Force (AUF) special operations
E4	CORE	Conduct Infrared (IR) and Electro Optical (EO) surveillances
E4	CORE	Conduct Night Vision Device (NVD) flight operations
E4	CORE	Configure aircraft for Special Warfare Operations (SPECOPS)
E4	CORE	Configure Night Vision Devices (NVD) for environmental conditions
E4	CORE	Deploy Naval Special Warfare (NSW) equipment
E4	CORE	Deploy special warfare personnel
E4	CORE	Operate vision enhancement devices in-flight
E4	CORE	Perform aerial photography
E4	CORE	Perform Night Vision Device (NVD) pre-flight checks

E4	CORE	Perform photographic riggings
E4	CORE	Perform visual searches
E7	CORE	Plan Naval Special Warfare (NSW) operations
E4	CORE	Troubleshoot Night Vision Device (NVD) equipment in-flight

TACTICS/TARGET MOTION ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate sensor ranges
E4	CORE	Conduct Over-The-Horizon Targeting (OTHT)
E4	CORE	Conduct tactical airborne radar operations
E4	CORE	Conduct Target Motion Analysis (TMA)
E4	CORE	Construct search patterns
E4	CORE	Determine acoustic sensor search depths
E4	CORE	Determine attack criteria for weapons release
E4	CORE	Determine Target of Interest (TOI) datum
E5	CORE	Develop tactical proficiency programs
E5	NON-CORE	Develop tactical simulator scenarios
E4	CORE	Identify contacts' Closest Point of Approach (CPA)
E4	CORE	Plot Electronic Warfare Support (ES) contact intercepts
E4	CORE	Plot radar contact intercepts
E4	CORE	Verify Area Of Probability (AOP)

WEAPONS, ORDNANCE, AND STORES

Paygrade	Task Type	Task Statements
E4	CORE	Arm search stores
E4	CORE	Configure aircraft stores
E4	CORE	Deploy mission stores
E4	CORE	Deploy sonobouys
E4	CORE	Document ordnance expenditures
E7	CORE	Manage Non-Combat Expenditure Allocations (NCEA)
E7	CORE	Plan ordnance operations
E4	CORE	Program sonobouys
E4	CORE	Secure ordnance in aircraft
E5	CORE	Track ordnance allocations and inventories
E4	CORE	Troubleshoot crew-served weapons in-flight
E4	CORE	Verify sonobouy programmable settings

Job Title **Job Code**

Aircraft Carrier Tactical Support Center (CV-TSC) Operator 002748

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	CARRIER SUPPORT CTR OPERATOR	CV TAC SUP CTR

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	AWR	Not Applicable

Job Description

Aircraft Carrier Tactical Support Center Operators support the mission of the CV-TSC through utilization of the tactical and sensor functions of the AN/SQQ-34 (V) 2 system and supporting peripheral equipment; perform AN/SQQ-34C (V) 2 set-up and configuration based on mission task; and operate the Chart Workspace, Acoustic Sensor Workspace, Radar and Camera Workspace, Aircraft Management Workspace, Mission Support Workspace, and Help Workspace to support all facets of carrier based Anti-Submarine Warfare (ASW), Surface Surveillance, Search and Rescue (SAR), and operations conducted by organic (MH-60R) and inorganic (P-3/P-8/NATO/UAS) tactical aircraft.

DoD Relationship

Group Title	*DoD Code*
Sonar Operator, General	121

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Military Enlisted Tactical Operations and Air/Weapons Specialists and Crew Members, All Other	55-3019.00	Military Specific

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Operation and Control	*Inductive Reasoning*
Systems Analysis	*Information Ordering*
Coordination	*Fluency of Ideas*
Monitoring	*Control Precision*
Operation Monitoring	*Memorization*
Operations Analysis	*Finger Dexterity*
Quality Control Analysis	*Originality*
Writing	*Written Expression*
Speaking	*Mathematical Reasoning*

AIRCRAFT CARRIER TACTICAL OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Analyze collected intelligence
E5	NON-CORE	Analyze tactical missions
E5	NON-CORE	Conduct mission briefs and debriefs
E5	NON-CORE	Conduct Post Mission Analysis (PMA)
E6	NON-CORE	Conduct watch team positional training
E5	NON-CORE	Coordinate Operating Area (OPAREA) schedules with external agencies
E6	NON-CORE	Coordinate operations with tactical watch officers
E5	NON-CORE	Determine tactical intelligence considerations
E5	NON-CORE	Develop aircrew mission briefs
E5	NON-CORE	Disseminate intelligence data
E5	NON-CORE	Evaluate tactical plot operations
E5	NON-CORE	Evaluate water space management
E6	NON-CORE	Manage tactical data flow
E5	NON-CORE	Perform Anti-Submarine Warfare (ASW) module watchstanding duties
E5	NON-CORE	Plot water space management areas
E5	NON-CORE	Prepare mission capability briefs

E5	NON-CORE	Prepare mission summary logs
E5	NON-CORE	Prepare post-exercise presentations
E5	NON-CORE	Prepare pre-exercise presentations
E6	NON-CORE	Prepare warfare briefs
E5	NON-CORE	Review hot areas and air space restrictions
E6	NON-CORE	Supervise tactical watch teams

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Maintain tactical publication libraries
E5	CORE	Prepare administrative briefs
E6	CORE	Supervise aircrew administration

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Calculate sensor formulas
E4	CORE	Evaluate weapons employment
E4	CORE	Operate tactical system consoles
E4	CORE	Perform aircraft vector procedures
E4	CORE	Perform Bomb Hit Assessments (BHA)
E4	CORE	Perform flight mission planning
E4	CORE	Perform on station mission turnovers
E4	CORE	Report contacts

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Administer aircrew training programs
E5	CORE	Conduct acoustic and non-acoustic training
E5	CORE	Conduct target recognition training
E6	CORE	Develop long and short range aircrew training plans
E5	CORE	Develop tactical training materials
E6	CORE	Supervise aircrew systems training

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Identify pyrotechnic communications
E4	CORE	Operate communications equipment
E4	CORE	Perform brevity code communications
E4	CORE	Perform radio communications
E6	CORE	Supervise aircrew communications

ENVIRONMENTAL

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Bathythermograph (BT) data
E4	CORE	Analyze bottom contour charts

E4	CORE	Analyze environmental data
E4	CORE	Analyze meteorological and oceanographic conditions
E4	CORE	Analyze sound transmission paths
E4	CORE	Classify sound transmission paths
E4	CORE	Determine tactical environmental considerations
E4	CORE	Perform on station environmental updates
E4	CORE	Perform Operational Reporting (OPREP) procedures
E6	CORE	Supervise environmental data and product development

SEARCH AND RESCUE (SAR)/COMBAT SEARCH AND RESCUE (CSAR) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Plot survivor locations

SENSOR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze active and passive contact data
E4	CORE	Analyze Electronic Warfare Support (ES) contacts
E4	CORE	Analyze Infrared (IR) and Electro Optics (EO) contact data
E4	CORE	Analyze mission tactical plots
E4	CORE	Analyze Multi-Spectral Targeting System (MTS) contact data
E4	CORE	Analyze pre and post-flight mission data
E4	CORE	Analyze radar contact data
E5	CORE	Analyze received in-flight data
E4	CORE	Classify Electronic Warfare Support (ES) contacts
E4	CORE	Classify Multi-Spectral Targeting System (MTS) contacts
E4	CORE	Classify non-acoustic contact data
E4	CORE	Classify passive and active contacts
E4	CORE	Collect contact information
E4	CORE	Conduct Electronic Warfare Support (ES) searches
E4	CORE	Conduct Identification Friend or Foe (IFF) and Selective Identification Feature (SIF) interrogations
E4	CORE	Conduct passive acoustic searches
E4	CORE	Correlate Electronic Warfare Support (ES) contact information
E4	CORE	Evaluate in-flight radar data
E4	CORE	Identify sonobouy aural cues
E4	CORE	Operate analysis equipment
E4	CORE	Set up tactical plots
E6	CORE	Supervise sensor systems operations
E4	CORE	Track contacts and Targets of Interest (TOI)
E4	CORE	Transmit data link information
E4	CORE	Troubleshoot mission systems

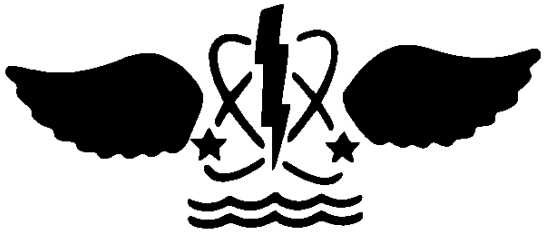
SPECIAL WARFARE/VISUAL/PHOTOGRAPHIC OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Classify visual contacts information

TACTICS/TARGET MOTION ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate sensor ranges
E4	CORE	Conduct Over-The-Horizon Targeting (OTHT)
E4	CORE	Conduct Target Motion Analysis (TMA)
E4	CORE	Construct search patterns
E4	CORE	Determine attack criteria for weapons release
E4	CORE	Determine Target of Interest (TOI) datum
E4	CORE	Identify contacts' Closest Point of Approach (CPA)
E4	CORE	Plot radar contact intercepts

CHAPTER 12



NAVAL AIRCREWMAN (AW)

NAVPERS 18068-12H
CH-63

Updated: July 2015

TABLE OF CONTENTS
NAVAL AIRCREWMEN (HELICOPTER) (AWS)

SCOPE OF RATING	AWS-3
GENERAL INFORMATION	AWS-4
HELICOPTER WARFARE SPECIALIST	AWS-5
AIRBORNE MINE COUNTERMEASURES (AMCM)	AWS-5
AIRCREW ADMINISTRATION	AWS-6
AIRCREW DUTIES	AWS-7
AIRCREW TRAINING	AWS-9
PRIMARY MISSION AREAS	AWS-9
SEARCH AND RESCUE (SAR)	AWS-10
AIRCREW READINESS MANAGER	AWS-12
AIRBORNE MINE COUNTERMEASURES (AMCM)	AWS-12
AIRCREW ADMINISTRATION	AWS-12
AIRCREW DUTIES	AWS-13
AIRCREW TRAINING	AWS-13
SEARCH AND RESCUE (SAR)	AWS-14

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

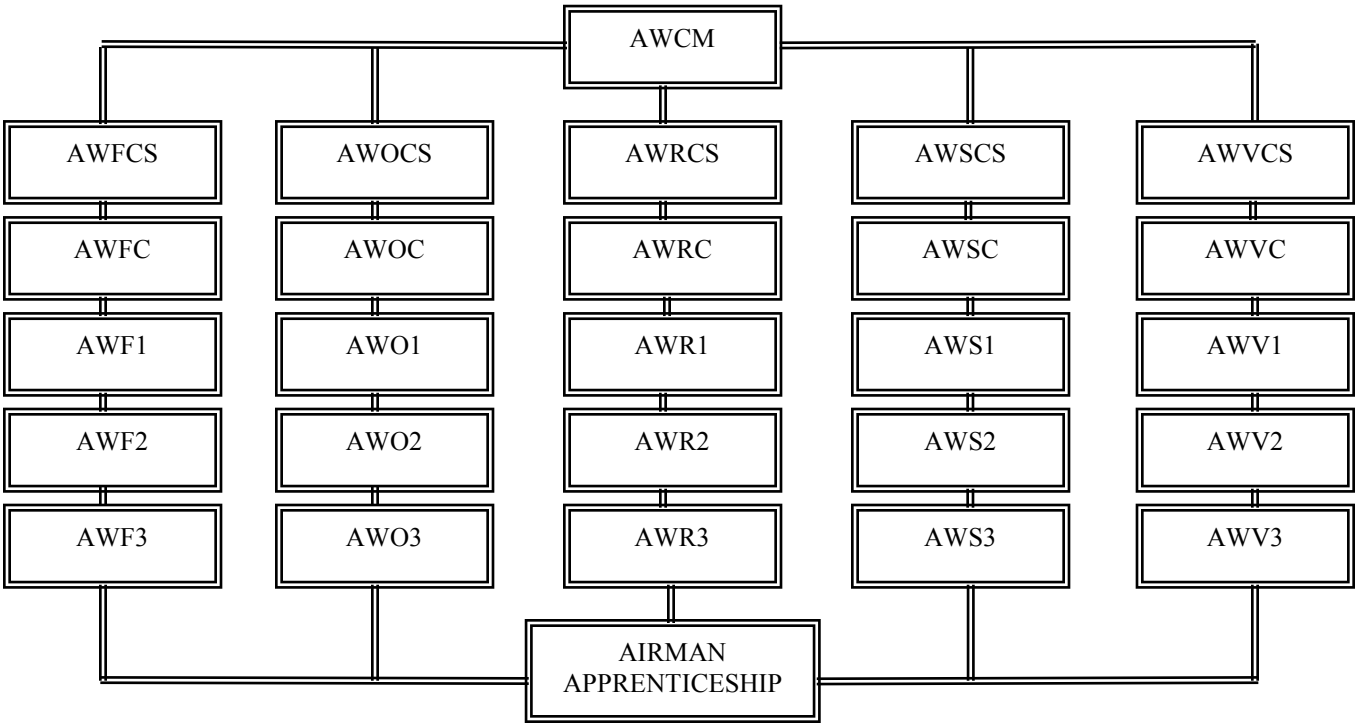
NAVAL AIRCREWMEN (HELICOPTER) (AWS)

SCOPE OF RATING

Naval Aircrewman (Helicopter) (AWS) are members of multi-mission helicopter integrated tactical crews; perform Search and Rescue (SAR) operations, Airborne Mine Countermeasure (AMCM) operations utilizing sonar, magnetic, mechanical, and acoustic mine sweeping systems and logistics support; perform aircrew operations administration, flight and ground training, internal and external cargo movement, Medical Evacuations (MEDEVAC), passenger transport, aerial gunnery, small arms handling, Special Operations Forces (SOF) insertion and extraction operations, Vertical Replenishment (VERTREP), and Night Vision Device (NVD) operations; and conduct observer duties for safety of flight.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 12.

GENERAL INFORMATION
CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Helicopter Warfare Specialist 001605

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	HELICOPTER WARFARE SPECIALIST	NAC HELI SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AWS	NECs may include 7805, 7807, 7815, 7886, and 8221

Job Description

Helicopter Warfare Specialists are members of multi-mission helicopter integrated tactical crews; perform Search and Rescue (SAR) operations and Airborne Mine Countermeasure (AMCM) operations utilizing sonar, magnetic, mechanical, and acoustic mine sweeping systems and logistics support; perform aircrew operations administration, flight and ground training, internal and external cargo movement, Medical Evacuations (MEDEVAC), passenger transport, aerial gunnery, small arms handling, Special Operations Forces (SOF) insertion and extraction operations, Vertical Replenishment (VERTREP), Night Vision Device (NVD) operations, and observer duties for safety of flight. These duties contribute directly to aircrew operations, training, and administration for the purposes of attaining and maintaining the squadron's aircrew qualifications and certifications. Helicopter Warfare Specialists must be able to obtain a final secret security clearance and be eligible to obtain higher security clearance as required.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Divers	143300	Military Enlisted Tactical Operations and Air/Weapons Specialists and Crew Members, All Other	55-3019.00	Military Specific

Skills	Abilities
Coordination	*Oral Expression*
Critical Thinking	*Deductive Reasoning*
Management of Material Resources	*Memorization*
Monitoring	*Written Comprehension*
Systems Analysis	*Written Expression*
Operation and Control	*Problem Sensitivity*
Speaking	*Near Vision*
Quality Control Analysis	*Oral Comprehension*
Management of Personnel Resources	*Inductive Reasoning*
Reading Comprehension	*Static Strength*

AIRBORNE MINE COUNTERMEASURES (AMCM)

Paygrade	Task Type	Task Statements
E4	CORE	Adjust mine sweeping gear magnetic field generation settings
E4	CORE	Analyze Aerospace Environmental Profile (AEP) data
E4	CORE	Analyze Bathythermograph (BT) data
E4	CORE	Analyze bottom characteristics data
E4	CORE	Analyze Computerized Post Mission Analysis (CPMA) operations
E4	CORE	Analyze water current data
E4	CORE	Calculate clearance percentage operations
E4	CORE	Calculate risk of ship and aircraft operations in minefields
E4	CORE	Calculate target offsets
E4	CORE	Certify sonar and laser mine hunting operators and instructors
E4	CORE	Classify mine tactical data
E4	CORE	Classify mine-like contacts
E4	CORE	Conduct Medical Evacuations (MEDEVAC)

E5	CORE	Coordinate operational assets
E5	CORE	Develop Surface Navy Integrated Undersea Tactical Technology (SNIUTT) operations
E4	CORE	Inspect Aerospace Environmental Profile (AEP)
E4	CORE	Inspect Airborne Mine Countermeasures Stream and Recovery Module (ASRM) equipment
E4	CORE	Install litters
E4	CORE	Load mission data
E5	CORE	Manage Mine Countermeasures (MCM) database
E4	CORE	Perform Aerospace Environmental Profile (AEP) operations
E4	CORE	Perform Airborne Mine Countermeasures (AMC) trainer operations
E4	CORE	Perform Airborne Mine Countermeasures (AMCM) operations
E4	CORE	Perform Built-In Test (BIT)
E4	CORE	Perform Computerized Post Mission Analysis (CPMA) Mine Warfare Environmental Decision Aides Library (MEDAL) operations
E4	CORE	Perform sonar and laser mine hunting operations
E4	CORE	Perform Surface Navy Integrated Undersea Tactical Technology (SNIUTT) operations
E4	CORE	Prepare mission data
E5	CORE	Supervise Surface Navy Integrated Undersea Tactical Technology (SNIUTT) operations
E4	CORE	Transmit data link contacts

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Administer Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E5	CORE	Analyze monthly reports
E5	CORE	Analyze training and readiness matrix
E5	CORE	Certify Naval Air Training and Operating Procedures Standardization (NATOPS) qualifications in training jacket
E5	CORE	Conduct aircrew qualification and readiness program evaluations
E5	CORE	Conduct evaluation boards
E5	CORE	Conduct standardization boards
E4	CORE	Coordinate cargo transfers
E5	CORE	Coordinate daily flight schedule inputs
E5	CORE	Coordinate Operating Areas (OPAREA) scheduling with external agencies
E5	CORE	Coordinate tactical missions
E6	CORE	Determine aircrew readiness requirements for individuals and crews
E5	CORE	Determine aircrew requirements for flight and Weapons System Trainer (WST) events
E5	CORE	Develop and setup mission plans

E5	CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) exams
E5	CORE	Develop Naval Air Training and Operating Procedures Standardization (NATOPS) lesson materials
E6	CORE	Evaluate aircrew training programs
E5	CORE	Evaluate tactical Situation Reports (SITREP) for mission analysis
E5	CORE	Maintain aircrew flight databases
E5	CORE	Maintain aircrew training jackets
E5	CORE	Maintain flight publications
E4	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) publications
E5	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) training jackets
E5	CORE	Maintain publications library
E5	CORE	Manage tactical data
E5	CORE	Monitor Crew Resource Management (CRM) program
E5	CORE	Perform individual and crew tactical evaluations
E4	CORE	Perform mission planning
E5	CORE	Perform Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E5	CORE	Prepare flight hour reports
E5	CORE	Prepare flight schedules
E5	CORE	Prepare mission summary logs
E5	CORE	Update standardization board minutes

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Analyze load characteristics
E4	CORE	Analyze Meteorological and Oceanographic (METOC) conditions
E4	CORE	Analyze tactical environments
E5	CORE	Analyze tactical missions
E4	CORE	Classify enemy aircraft
E4	CORE	Complete cargo and personnel manifests
E4	CORE	Conduct aircraft system testing
E4	CORE	Conduct aircrew mission briefs
E4	CORE	Control navigational aids
E4	CORE	Document aircraft system discrepancies
E5	CORE	Evaluate post-flight tactical data
E4	CORE	Inspect Airborne Mine Countermeasures (AMCM) equipment
E4	CORE	Inspect Aircraft Survivability Equipment (ASE)
E4	CORE	Inspect Aviation Life Support Systems (ALSS) equipment
E4	CORE	Inspect Countermeasures Dispensing System (CMDS)
E4	CORE	Inspect Functional Check Flight (FCF) equipment

E4	CORE	Inspect Helicopter In-Flight Refueling (HIFR) rigging
E4	CORE	Inspect navigational bags
E4	CORE	Inspect Night Vision Device (NVD) equipment
E4	CORE	Inspect ordnance equipment
E4	CORE	Inspect Vertical Onboard Delivery (VOD) and logistics equipment
E4	CORE	Jettison cargo
E4	CORE	Load mission software
E4	CORE	Maintain flight logbooks
E5	CORE	Manage aircrew readiness
E5	CORE	Manage Crew Resource Management (CRM) program
E4	CORE	Monitor aircraft performance
E4	CORE	Monitor Helicopter Aerial Refueling (HAR)
E4	CORE	Monitor operational power requirements
E4	CORE	Monitor visual contacts
E4	CORE	Operate crew hover systems
E4	CORE	Perform aerial navigation operations
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft fueling
E4	CORE	Perform aircraft in-flight servicing procedures
E4	CORE	Perform Aircraft Survivability Equipment (ASE) procedures
E4	CORE	Perform aircrew mission planning
E4	CORE	Perform bambi bucket operations
E4	CORE	Perform Battle Damage Assessment (BDA)
E4	CORE	Perform Cardiopulmonary Resuscitation (CPR)
E4	CORE	Perform crew and passenger pre-flight preparations
E4	CORE	Perform Crew Resource Management (CRM)
E4	CORE	Perform Emergency Destruction Plan (EDP) procedures
E4	CORE	Perform emergency equipment operations
E4	CORE	Perform first aid
E4	CORE	Perform Functional Check Flight (FCF) operations
E4	CORE	Perform general crew aircraft inspections
E4	CORE	Perform Global Command and Control System (GCCS) operations
E4	CORE	Perform Helicopter In-Flight Refueling (HIFR) operations
E4	CORE	Perform internal and external communications
E4	CORE	Perform land survival techniques
E4	CORE	Perform long cord procedures
E4	CORE	Perform Night Vision Device (NVD) operations
E6	CORE	Perform Operational Reporting (OPREP) procedures
E4	CORE	Perform pre and post flight aircraft inspections
E4	CORE	Perform Surface Surveillance Coordination (SSC) operations

E4	CORE	Perform tactics operations
E4	CORE	Perform terrain avoidance operations
E4	CORE	Perform Vertical Onboard Delivery (VOD) and logistic operations
E4	CORE	Perform visual searches
E4	CORE	Plan Surface Surveillance Coordination (SSC) operations
E4	CORE	Record mission data
E4	CORE	Report in-flight status
E5	CORE	Supervise safety in-flight procedures
E4	CORE	Verify Aircraft Weight and Balance (W&B)

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Administer aircrew training programs
E4	CORE	Conduct crew-served weapons live fire training
E4	CORE	Conduct Digital Moving Junction Unit (DMJU) training
E4	CORE	Conduct Digital Moving Kneeboard (DMK) training
E4	CORE	Conduct Ground Rescue Element (GRE) training
E4	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) flight/ground training
E4	CORE	Conduct Naval Aircrew Warfare Specialist (NAWS) training
E5	NON-CORE	Conduct small arms live fire training
E4	CORE	Conduct tactical flight/ground training
E4	CORE	Conduct weekly aircrew training
E5	CORE	Develop long and short range aircrew training plans
E5	NON-CORE	Develop tactical exams
E5	NON-CORE	Develop tactical proficiency programs
E5	NON-CORE	Develop tactical training materials
E5	NON-CORE	Develop tactical Weapons System Trainer (WST) scenarios
E4	CORE	Facilitate crew-served weapons classroom training
E4	CORE	Facilitate Night Vision Device (NVD) training
E5	CORE	Operate Weapons Systems Trainers (WST)
E5	NON-CORE	Plan small arms classroom training
E4	CORE	Provide Combat Search and Rescue (CSAR) training
E4	CORE	Provide Search and Rescue (SAR) training
E5	CORE	Supervise Common Post Mission Analysis (CPMA) Mine Warfare Environmental Decision Aides Library (MEDAL) operations

PRIMARY MISSION AREAS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Anti-terrorism Force Protection (AT/FP) operations
E4	CORE	Conduct Close Air Support (CAS) operations
E4	CORE	Conduct Direct Action Operation in Maritime and Riverine areas
E4	CORE	Conduct Helicopter Ropes Suspension Technique (HRST) operations

E4	CORE	Conduct Humanitarian Aid and Disaster Relief (HADR) operations
E4	CORE	Conduct Intelligence Surveillance Reconnaissance (ISR) operations
E4	CORE	Conduct interdiction operations
E4	CORE	Conduct non-combatant evacuation operations
E4	CORE	Conduct Surface Coordination and Reconnaissance (SCAR) Operations
E4	CORE	Conduct Terrain Flight (TERF) operations
E4	CORE	Detect targets
E4	CORE	Employ crew-served weapons
E4	CORE	Identify targets
E4	CORE	Inspect Combat Search and Rescue (CSAR) equipment
E4	CORE	Inspect combat weapon systems
E4	CORE	Inspect Naval Special Warfare (NSW) equipment
E4	CORE	Maintain crew-served weapons
E5	CORE	Manage Small Arms Marksmanship Instructor (SAMI) program
E4	CORE	Monitor weapons deployment
E4	CORE	Perform Aircrew Virtual Environment Trainer (AVET) operations
E4	CORE	Perform Combat Search and Rescue (CSAR) operations
E4	CORE	Perform Digital moving Junction Unit (DMJU) operations
E4	CORE	Perform Digital Moving Kneeboard (DMK) operations
E4	CORE	Perform Explosive Ordinance Disposal (EOD) mine neutralization operations
E4	CORE	Perform Ground Rescue Element (GRE) operations
E4	CORE	Perform Helicopter Ropes Suspension Technique (HRST) procedures
E4	CORE	Perform Naval Special Warfare (NSW) operations
E4	CORE	Perform weapons and stores procedures
E4	CORE	Plan Close Air Support (CAS) operations
E5	CORE	Plan Combat Search and Rescue (CSAR) operations
E4	CORE	Plan Direct Action Operation in Maritime and Riverine areas
E4	CORE	Plan Helicopter Ropes Suspension Technique (HRST) operations
E4	CORE	Plan Humanitarian Aid and Disaster Relief (HADR) operations
E4	CORE	Plan Intelligence Surveillance Reconnaissance (ISR) operations
E4	CORE	Plan interdiction operations
E4	CORE	Plan Naval Special Warfare (NSW) operations
E4	CORE	Plan non- combatant evacuation operations
E4	CORE	Plan Surface Coordination and Reconnaissance (SCAR) operations
E4	CORE	Plan Terrain Flight (TERF) operations

SEARCH AND RESCUE (SAR)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct ground Search and Rescue (SAR) training
E4	CORE	Conduct Search and Rescue (SAR) missions
E4	CORE	Conduct Search and Rescue (SAR) training

E4	CORE	Deploy marker locators
E4	CORE	Inspect Search and Rescue (SAR) equipment
E4	CORE	Maintain Search and Rescue (SAR) fitness qualifications
E5	CORE	Manage Search and Rescue (SAR) program
E4	CORE	Perform maritime Search and Rescue (SAR) swimmer operations
E5	CORE	Perform overland Search and Rescue (SAR) swimmer operations
E4	CORE	Perform rescue swims

Job Title **Job Code**

Aircrew Readiness Manager (Helicopter) 002744

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	ACREW READINESS MGR HELO	ARM (HELO)

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AWS	Not Applicable

Job Description

Aircrew Readiness Managers (Helicopter) are crucial and integral members of staffs, operational commands, and squadrons; coordinate the operational, administrative, and aircrew scheduling functions for the organization; administer and manage training programs and resources for naval aircrew, manage standardization of aircrew training programs to enhance proficiency and readiness, and coordinate all aspects of aircrew training to meet the rigorous demands of operational commitments worldwide; administer and direct the Naval Air Training and Operating Procedures Standardization (NATOPS) and Search and Rescue (SAR) programs; and administer and direct tactics, training and readiness, ordnance and weapons, and aircrew training. As program managers, they analyze training resource requirements, review and approve contract options for new training devices and programs, develop and revise curriculum, incorporate and initiate new aircrew training programs, manage student quotas, qualifications and certifications, and coordinate aircrew physical fitness and health program initiatives.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Air Crew, General	105000	Airfield Operations Specialists	53-2022.00	Transportation and Material Moving

Skills	Abilities
Monitoring	*Oral Expression*
Reading Comprehension	*Deductive Reasoning*
Coordination	*Written Comprehension*
Management of Material Resources	*Written Expression*
Management of Personnel Resources	*Inductive Reasoning*
Judgment and Decision Making	*Memorization*
Operation and Control	*Near Vision*
Speaking	*Speech Clarity*
Writing	*Fluency of Ideas*
Critical Thinking	*Dynamic Strength*

AIRBORNE MINE COUNTERMEASURES (AMCM)

Paygrade	Task Type	Task Statements
E5	CORE	Coordinate operational assets
E5	CORE	Develop Surface Navy Integrated Undersea Tactical Technology (SNIUTT) operations
E5	CORE	Supervise Surface Navy Integrated Undersea Tactical Technology (SNIUTT) operations

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Administer Naval Air Training and Operating Procedures Standardization (NATOPS) programs
E5	CORE	Analyze monthly reports
E5	CORE	Analyze training and readiness matrix
E6	CORE	Conduct Aircrew Disposition Boards (ADB)
E5	CORE	Conduct evaluation boards
E7	CORE	Conduct Flight Order Audit Boards (FOAB)
E5	CORE	Conduct standardization boards
E5	CORE	Coordinate daily flight schedule inputs

E5	CORE	Coordinate Operating Areas (OPAREA) scheduling with external agencies
E6	CORE	Determine aircrew readiness requirements for individuals and crews
E5	CORE	Determine aircrew requirements for flight and Weapons System Trainer (WST) events
E6	CORE	Evaluate aircrew training programs
E5	CORE	Evaluate tactical Situation Reports (SITREP) for mission analysis
E5	CORE	Maintain aircrew flight databases
E5	CORE	Maintain aircrew training jackets
E5	CORE	Maintain flight publications
E4	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) publications
E5	CORE	Manage tactical data
E7	CORE	Manage Temporary Flight Orders (TFO) program
E5	CORE	Monitor Crew Resource Management (CRM) program
E7	CORE	Monitor Fleet Replacement Squadron (FRS) student production
E7	CORE	Organize Flight Order Audit Boards (FOAB)
E7	CORE	Supervise Aircrew Disposition Boards (ADB)
E7	CORE	Supervise evaluation boards
E7	CORE	Supervise mission planning
E6	CORE	Supervise standardization boards
E5	CORE	Update standardization board minutes

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Maintain flight logbooks
E5	CORE	Manage aircrew readiness
E5	CORE	Manage Crew Resource Management (CRM) program
E6	CORE	Perform Operational Reporting (OPREP) procedures
E4	CORE	Review aircraft records

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Administer aircrew training programs
E6	NON-CORE	Analyze emerging technology to meet fleet training requirements
E5	CORE	Develop long and short range aircrew training plans
E5	NON-CORE	Develop tactical exams
E5	NON-CORE	Develop tactical proficiency programs
E5	NON-CORE	Develop tactical training materials
E5	NON-CORE	Develop tactical Weapons System Trainer (WST) scenarios

SEARCH AND RESCUE (SAR)

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Search and Rescue (SAR) fitness qualifications
E5	CORE	Manage Search and Rescue (SAR) program

CHAPTER 12

NAVAL AIRCREWMEN (AW)

NAVPERS 18068-12H
CH-63

Updated: July 2015

TABLE OF CONTENTS
NAVAL AIRCREWMEN (AVIONICS) (AWV)

SCOPE OF RATING	AWV-4
GENERAL INFORMATION	AWV-5
AIRBORNE COMMUNICATOR	AWV-6
AIRCREW ADMINISTRATION	AWV-6
AIRCREW DUTIES	AWV-7
AIRCREW TRAINING	AWV-7
COMMUNICATIONS	AWV-8
MAINTENANCE	AWV-8
MISSION SYSTEMS	AWV-9
NETWORKING	AWV-9
OPERATIONS PLANNING AND LOGISTICS	AWV-10
UNMANNED AERIAL VEHICLE (UAV) OPERATIONS	AWV-10
AIRBORNE ELECTRONIC INTELLIGENCE SPECIALIST	AWV-11
AIRCREW ADMINISTRATION	AWV-11
AIRCREW DUTIES	AWV-12
AIRCREW TRAINING	AWV-12
COMMUNICATIONS	AWV-12
MAINTENANCE	AWV-13
MISSION SYSTEMS	AWV-13
NETWORKING	AWV-14
OPERATIONS PLANNING AND LOGISTICS	AWV-14
IN-FLIGHT TECHNICIAN	AWV-15
AIRCREW ADMINISTRATION	AWV-15
AIRCREW DUTIES	AWV-15
AIRCREW TRAINING	AWV-16
COMMUNICATIONS	AWV-16
MAINTENANCE	AWV-17
MISSION SYSTEMS	AWV-18
NETWORKING	AWV-18
OPERATIONS PLANNING AND LOGISTICS	AWV-19
UNMANNED AERIAL VEHICLE (UAV) OPERATIONS	AWV-19
UNMANNED AERIAL VEHICLE (UAV) OPERATIONS PILOT/MAINTAINER	AWV-20
AIRCREW ADMINISTRATION	AWV-20
AIRCREW DUTIES	AWV-21
AIRCREW TRAINING	AWV-21
COMMUNICATIONS	AWV-21
MAINTENANCE	AWV-21
MISSION SYSTEMS	AWV-22

TABLE OF CONTENTS (CONT'D)
NAVAL AIRCREWMEN (AVIONICS) (AWV)

NETWORKING	AWV-22
OPERATIONS PLANNING AND LOGISTICS	AWV-22
UNMANNED AERIAL VEHICLE (UAV) OPERATIONS	AWV-23
AIRCREW READINESS MANAGER (AVIONICS)	AWV-24
AIRCREW ADMINISTRATION	AWV-24
AIRCREW DUTIES	AWV-25
AIRCREW TRAINING	AWV-25
COMMUNICATIONS	AWV-25
MAINTENANCE	AWV-25
MISSION SYSTEMS	AWV-26
NETWORKING	AWV-26
OPERATIONS PLANNING AND LOGISTICS	AWV-26
UNMANNED AERIAL VEHICLE (UAV) OPERATIONS	AWV-26

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

NAVAL AIRCREWMEN (AVIONICS) (AWV)

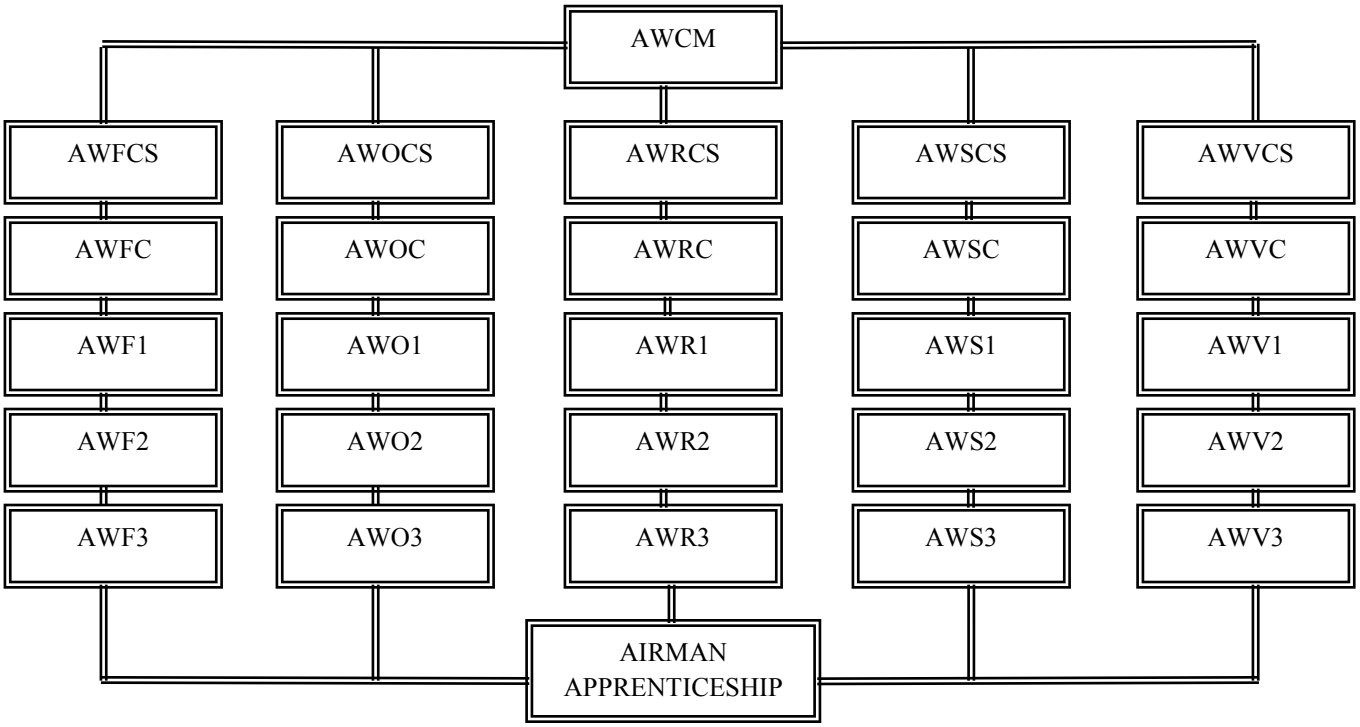
SCOPE OF RATING

Naval Aircrewmen (Avionics) (AWV) are members of a fixed wing integrated tactical aircrew aboard maritime patrol and reconnaissance and command and control aircraft; knowledgeable of all avionics systems, safety equipment, emergency procedures, and aircraft equipment; perform primary in-flight and ground duties as aircraft In-Flight Technicians, Electronic Intelligence (ELINT) specialists, and Airborne Communication Technician who maintain and operate aircraft systems; pilot and maintain Unmanned Aerial Vehicles (UAV); operate aerial photographic equipment; maintain and operate network systems; and perform maintenance and aircrew administration, flight and ground training, ordnance handling duties, joint special warfare operations, and Communications Material Security (CMS) handling.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 12.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Airborne Communication Technician 001590

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Arts, Design, Entertainment, Sports, and Media	TBD	AIRBORNE COMMUNICATOR TECH	AIR COMM TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AWV	8229

Job Description

Airborne Communication Technicians are members of fixed wing integrated tactical crews aboard E-6B aircraft; perform duties as in-flight communications system operators; knowledgeable of naval communications procedures and cryptographic materials, aircraft systems, emergency procedures, maintain and operate network systems, fault isolation and component repair of all avionics equipment and in-flight equipment on E-6B aircraft; contribute to aircrew operations, training, and administration; and attain and maintain the squadron's aircrew qualifications and certifications. Must be eligible for a final Top Secret security clearance, SCI, and PRP eligible.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Air Crew, General	105000	Radio Operators	27-4013.00	Arts, Design, Entertainment, Sports, and Media

Skills	Abilities
Operation and Control	*Information Ordering*
Coordination	*Written Comprehension*
Critical Thinking	*Inductive Reasoning*
Monitoring	*Memorization*
Management of Material Resources	*Problem Sensitivity*
Equipment Maintenance	*Written Expression*
Judgment and Decision Making	*Selective Attention*
Quality Control Analysis	*Manual Dexterity*
Management of Personnel Resources	*Oral Expression*
Complex Problem Solving	*Finger Dexterity*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze tactical mission data
E7	NON-CORE	Coordinate weapons systems design with contract engineers
E4	CORE	Destroy messages
E5	CORE	Draft administrative briefs
E4	NON-CORE	Draft Emergency Action Messages (EAM)
E4	CORE	Draft individual flight time summaries
E4	CORE	Draft tactical memorandums
E4	CORE	Log flight times
E4	CORE	Maintain communications publications
E4	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) publications
E5	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) training jackets
E5	CORE	Maintain Personnel Reliability Program (PRP) records
E4	CORE	Maintain tactical publications library
E5	CORE	Manage aircrew flight database entries

E7	NON-CORE	Manage fleet acquisition programs
E4	CORE	Safeguard Communications Security (COMSEC) classified materials
E4	CORE	Transfer Communications Security (COMSEC) materials

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Assign ditching stations
E4	CORE	Evaluate avionics performance
E4	CORE	Inspect Aviation Life Support Systems (ALSS) equipment
E4	CORE	Inspect Search and Rescue (SAR) equipment
E4	CORE	Instruct passengers on safety procedures
E4	CORE	Inventory Information Systems (IS) assets
E4	CORE	Maintain mission systems
E4	CORE	Maintain small arms
E4	CORE	Operate aircraft fuel systems
E4	CORE	Operate aircraft safety and emergency equipment
E4	CORE	Operate mission systems with nuclear critical components onboard
E4	CORE	Operate Support Equipment (SE)
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform aircraft pre-flight and post-flight inspections
E4	CORE	Perform aircraft security
E4	NON-CORE	Perform Cardio-Pulmonary Resuscitation (CPR) with Automated External Defibrillator (AED)
E4	NON-CORE	Perform first aid.
E4	CORE	Perform long cord procedures
E4	CORE	Perform Search and Rescue (SAR) procedures
E4	CORE	Report in-flight status
E4	CORE	Safeguard classified materials

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E7	CORE	Administer aircrew training programs
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E4	CORE	Conduct warfare exercises
E5	CORE	Maintain training and readiness database
E5	CORE	Manage aircrew training plans
E5	CORE	Manage Crew Resource Management (CRM) programs
E4	CORE	Perform land and sea survival techniques
E5	CORE	Prepare monthly training trend reports

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Configure cryptographic equipment
E5	NON-CORE	Configure progressive conferences
E5	NON-CORE	Direct Emergency Action Message (EAM) transmissions
E4	NON-CORE	Download naval messages in-flight
E4	CORE	Manage access to Crypto Net
E6	CORE	Manage electronic spillage
E4	CORE	Monitor broadcast channels
E4	CORE	Monitor Crew Resource Management (CRM)
E4	CORE	Operate data circuits
E4	CORE	Operate data link systems
E4	CORE	Operate Internal Communication Systems (ICS)
E4	CORE	Operate Satellite Communication (SATCOM) systems
E4	CORE	Operate voice circuits
E5	CORE	Prepare Satellite Access Requests (SAR)
E4	CORE	Receive electronic keying material via Over-the-Air-Transfers (OTAT) and Over-The-Air Rekeys (OTAR)
E4	CORE	Set Emission Control (EMCON) conditions
E5	NON-CORE	Supervise communications positions

MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E7	CORE	Certify aircraft records
E4	CORE	Conduct aircraft towing operations
E4	CORE	Control environmental control systems
E4	CORE	Document aircraft discrepancies
E4	CORE	Document in-flight maintenance
E4	CORE	Maintain aircraft avionics systems
E4	CORE	Maintain aircraft instrumentation systems
E4	CORE	Maintain data link systems
E4	CORE	Maintain fiber optic systems
E4	CORE	Maintain Internal Communication Systems (ICS)
E4	CORE	Maintain navigation systems
E4	CORE	Maintain Satellite Communication (SATCOM) systems
E4	CORE	Maintain wiring and connectors
E4	CORE	Maintain workstation application software
E5	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E5	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E4	CORE	Operate test equipment
E4	CORE	Perform aircraft servicing
E7	CORE	Release aircraft safe for flight

E5	CORE	Review aircraft records
E5	CORE	Supervise aircraft repairs
E4	CORE	Supervise ground handling operations
E4	CORE	Supervise Support Equipment (SE) operations
E4	CORE	Troubleshoot message system with distant-end

MISSION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Acquire signals for recording
E4	CORE	Analyze effects of Electro Magnetic Pulse (EMP) on communications equipment
E4	CORE	Configure external peripherals
E4	CORE	Initialize Global Positioning Satellite (GPS) equipment
E4	CORE	Initialize Inertial Navigation Systems (INS)
E4	CORE	Load mission software
E6	CORE	Manage operation assets
E4	CORE	Operate aircraft electrical systems
E4	CORE	Operate aircraft radar systems
E4	CORE	Operate data processing system and software
E4	CORE	Operate network equipment
E4	CORE	Operate radio systems
E4	CORE	Operate Secure Telephone Equipment (STE)
E4	CORE	Perform audio/video recording procedures

NETWORKING

Paygrade	Task Type	Task Statements
E4	CORE	Configure network hardware
E4	CORE	Configure network software
E4	CORE	Configure workstation network connectivity
E4	CORE	Inspect network components
E4	CORE	Install network components
E4	CORE	Load aircraft software
E4	CORE	Maintain data processing systems
E4	CORE	Maintain network cables
E4	CORE	Maintain onboard Local Area Network (LAN) systems
E5	CORE	Manage Information Systems Security (ISS) programs
E4	CORE	Manage onboard Local Area Network (LAN) systems
E4	CORE	Monitor network connectivity
E4	CORE	Perform system administrator functions
E4	CORE	Perform virus scans
E4	CORE	Repair Local Area Network (LAN) systems
E4	CORE	Repair workstation network connectivity

OPERATIONS PLANNING AND LOGISTICS

Paygrade	Task Type	Task Statements
E4	CORE	Coordinate mission requirements with battle staff and flight deck
E5	CORE	Draft country clearance messages
E5	CORE	Draft flight hour reports
E4	CORE	Draft logistics requests
E5	CORE	Draft mission capability briefs
E4	CORE	Draft mission summary logs
E6	CORE	Draft operational reports
E4	CORE	Install logistics equipment
E4	CORE	Perform logistics operations
E5	CORE	Prepare aircrew mission briefs
E5	CORE	Prepare flight schedules

UNMANNED AERIAL VEHICLE (UAV) OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Brief tactical missions

Job Title **Job Code**

Airborne Electronic Intelligence Specialist 001600

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	AIRBORNE ELECT INTELL SPEC	NAC AIRELX SPC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AWV	NECs may include 9401

Job Description

Airborne Electronic Intelligence Specialists are members of fixed wing integrated tactical crews aboard maritime patrol aircraft; detect, analyze, classify, and collect airborne, surface, and subsurface contacts electronically; operate electronic warfare systems, such as: radar, Electronic Support Measures (ESM), and Identification Friend or Foe/Selective Identification Feature (IFF/SIF); and operate Electro-Optical and Infrared (EO/IR) targeting system; perform duties that contribute directly to aircrew operations, training, and administration; coordinate with surface, ground and air assets; and attain and maintain the squadron's aircrew qualifications and certifications. Must be eligible for a final Top Secret security clearance and SCI eligible.

DoD Relationship

Group Title	*DoD Code*
Electronic Countermeasures	123300

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Military Enlisted Tactical Operations And Air/Weapons Specialists and Crew Members, All Others	55-3019.00	Military Specific

Skills	Abilities
Operation and Control	*Information Ordering*
Coordination	*Inductive Reasoning*
Critical Thinking	*Written Comprehension*
Monitoring	*Problem Sensitivity*
Equipment Maintenance	*Memorization*
Judgment and Decision Making	*Written Expression*
Management of Material Resources	*Selective Attention*
Complex Problem Solving	*Deductive Reasoning*
Quality Control Analysis	*Oral Expression*
Management of Personnel Resources	*Finger Dexterity*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze tactical mission data
E7	NON-CORE	Coordinate weapons systems design with contract engineers
E4	CORE	Destroy messages
E5	CORE	Draft administrative briefs
E4	CORE	Draft individual flight time summaries
E4	CORE	Log flight times
E4	CORE	Maintain communications publications
E4	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) publications
E5	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) training jackets
E4	CORE	Maintain tactical publications library
E5	CORE	Manage aircrew flight database entries
E7	NON-CORE	Manage fleet acquisition programs
E4	CORE	Safeguard Communications Security (COMSEC) classified materials
E4	CORE	Transfer Communications Security (COMSEC) materials

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Assign ditching stations
E4	CORE	Conduct Functional Check Flight (FCF)
E4	CORE	Evaluate avionics performance
E4	CORE	Inspect Aviation Life Support Systems (ALSS) equipment
E4	CORE	Inspect Search and Rescue (SAR) equipment
E4	CORE	Instruct passengers on safety procedures
E4	CORE	Inventory Information Systems (IS) assets
E4	CORE	Maintain mission systems
E4	CORE	Maintain small arms
E4	CORE	Operate aircraft fuel systems
E4	CORE	Operate aircraft safety and emergency equipment
E4	CORE	Operate Auxiliary Power Units (APU)
E4	CORE	Operate Support Equipment (SE)
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform aircraft pre-flight and post-flight inspections
E4	CORE	Perform aircraft security
E4	NON-CORE	Perform Cardio-Pulmonary Resuscitation (CPR) with Automated External Defibrillator (AED)
E4	NON-CORE	Perform first aid.
E4	CORE	Perform Search and Rescue (SAR) procedures
E4	CORE	Report in-flight status
E4	CORE	Report visual contacts
E4	CORE	Safeguard classified materials

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E7	CORE	Administer aircrew training programs
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E4	CORE	Conduct warfare exercises
E5	CORE	Maintain training and readiness database
E5	CORE	Manage aircrew training plans
E5	CORE	Manage Crew Resource Management (CRM) programs
E4	CORE	Perform land and sea survival techniques
E5	CORE	Prepare monthly training trend reports

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Configure progressive conferences
E6	CORE	Manage electronic spillage
E4	CORE	Monitor broadcast channels

E4	CORE	Monitor Crew Resource Management (CRM)
E4	CORE	Operate data circuits
E4	CORE	Operate Internal Communication Systems (ICS)

MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Conduct aircraft towing operations
E4	CORE	Control aircraft hydraulic systems
E4	CORE	Control environmental control systems
E4	CORE	Document aircraft discrepancies
E4	CORE	Document in-flight maintenance
E4	CORE	Maintain aircraft avionics systems
E4	CORE	Maintain data link systems
E4	CORE	Maintain Electro-Optical and Infrared (EO/IR) systems
E4	CORE	Maintain Internal Communication Systems (ICS)
E4	CORE	Maintain navigation systems
E4	CORE	Maintain Satellite Communication (SATCOM) systems
E4	CORE	Maintain Specific Emitter Identification (SEI) and tracking
E4	CORE	Maintain workstation application software
E4	CORE	Perform aircraft servicing
E7	CORE	Release aircraft safe for flight
E5	CORE	Review aircraft records
E4	CORE	Supervise ground handling operations
E4	CORE	Supervise Support Equipment (SE) operations

MISSION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Acquire signals for recording
E4	CORE	Analyze electronic warfare contacts
E4	CORE	Conduct Identify Friend or Foe (IFF) interrogations
E4	CORE	Conduct Over-The-Horizon Targeting (OTHT)
E4	CORE	Conduct Specific Emitter Identification (SEI)
E4	CORE	Conduct tactical airborne radar operations
E4	CORE	Configure countermeasure systems
E4	CORE	Configure external peripherals
E4	CORE	Coordinate positional signal detections
E4	CORE	Interpret Selective Identification Feature (SIF) video
E4	CORE	Load mission software
E4	CORE	Load wideband recorders
E4	CORE	Operate aircraft electrical systems
E4	CORE	Operate aircraft radar systems
E4	CORE	Operate data processing system and software
E4	CORE	Operate Electro-Optical and Infrared (EO/IR) equipment

E4	CORE	Operate network equipment
E4	CORE	Operate radio systems
E4	CORE	Perform audio/video recording procedures

NETWORKING

Paygrade	Task Type	Task Statements
E4	CORE	Configure network hardware
E4	CORE	Configure network software
E4	CORE	Configure workstation network connectivity
E4	CORE	Inspect network components
E4	CORE	Install network components
E4	CORE	Maintain data processing systems
E4	CORE	Maintain network cables
E4	CORE	Maintain onboard Local Area Network (LAN) systems
E4	CORE	Manage onboard Local Area Network (LAN) systems
E4	CORE	Monitor network connectivity
E4	CORE	Perform system administrator functions
E4	CORE	Perform virus scans
E4	CORE	Repair workstation network connectivity

OPERATIONS PLANNING AND LOGISTICS

Paygrade	Task Type	Task Statements
E5	CORE	Draft country clearance messages
E5	CORE	Draft flight hour reports
E4	CORE	Draft logistics requests
E5	CORE	Draft mission capability briefs
E4	CORE	Draft mission summary logs
E6	CORE	Draft operational reports
E4	CORE	Perform logistics operations
E5	CORE	Prepare aircrew mission briefs
E5	CORE	Prepare flight schedules

Job Title **Job Code**

In-Flight Technician 001610

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	IN-FLIGHT TECHNICIAN	NAC INFLT TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AWV	NECs may include 8229, 9401, and 9402

Job Description

In-Flight Technicians are members of fixed wing integrated tactical crews aboard maritime patrol aircraft; perform in-flight duties of fault isolation and component repair of all avionics equipment; conduct in-flight duties as Aerial Cameramen, Cryptographic Materials, and Flight Crew Ordnancemen; knowledgeable of aircraft avionics systems, maintain and operate network systems, maintain mobile tactical equipment for Tactical Operations Center /Maritime Tactical Operations Center (TOC/MTOC), coordinate aircrew with (TOC/MTOC) centers, ordnance systems, weapons loading, optical equipment, maintain and operate Electro-Optical and Infrared (EO/IR) systems, aircraft equipment, emergency procedures, and flight procedures; perform aircrew duties that contribute to aircrew operations, training, and administration; and attain and maintain the squadron's aircrew qualifications and certifications. Must be eligible for a final Top Secret security clearance, SCI and PRP eligible.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Air Crew, General	105000	Avionics Technicians	49-2091.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation and Control	*Written Comprehension*
Critical Thinking	*Information Ordering*
Coordination	*Inductive Reasoning*
Monitoring	*Problem Sensitivity*
Equipment Maintenance	*Memorization*
Management of Material Resources	*Written Expression*
Judgment and Decision Making	*Selective Attention*
Quality Control Analysis	*Manual Dexterity*
Management of Personnel Resources	*Finger Dexterity*
Complex Problem Solving	*Oral Expression*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Coordinate weapons systems design with contract engineers
E5	CORE	Draft administrative briefs
E4	CORE	Draft individual flight time summaries
E4	CORE	Log flight times
E4	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) publications
E5	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) training jackets
E4	CORE	Maintain tactical publications library
E5	CORE	Manage aircrew flight database entries
E7	NON-CORE	Manage fleet acquisition programs
E4	CORE	Safeguard Communications Security (COMSEC) classified materials
E4	CORE	Transfer Communications Security (COMSEC) materials

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Assign ditching stations
E4	CORE	Conduct armament/ordnance arming/safeing

E4	CORE	Conduct Functional Check Flight (FCF)
E4	CORE	Evaluate avionics performance
E4	CORE	Inspect Aviation Life Support Systems (ALSS) equipment
E4	CORE	Inspect Search and Rescue (SAR) equipment
E4	CORE	Instruct passengers on safety procedures
E4	CORE	Inventory Information Systems (IS) assets
E4	CORE	Maintain mission systems
E4	CORE	Maintain small arms
E4	CORE	Operate aircraft fuel systems
E4	CORE	Operate aircraft safety and emergency equipment
E4	CORE	Operate Auxiliary Power Units (APU)
E4	CORE	Operate night vision equipment
E4	CORE	Operate Support Equipment (SE)
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform aircraft pre-flight and post-flight inspections
E4	CORE	Perform aircraft security
E4	NON-CORE	Perform Cardio-Pulmonary Resuscitation (CPR) with Automated External Defibrillator (AED)
E4	NON-CORE	Perform first aid.
E4	CORE	Perform ordnance checks
E4	CORE	Perform ordnance inventories
E4	CORE	Perform Search and Rescue (SAR) procedures
E4	CORE	Report in-flight status
E4	CORE	Report visual contacts
E4	CORE	Safeguard classified materials

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E7	CORE	Administer aircrew training programs
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E5	CORE	Maintain training and readiness database
E5	CORE	Manage aircrew training plans
E5	CORE	Manage Crew Resource Management (CRM) programs
E4	CORE	Perform land and sea survival techniques
E5	CORE	Prepare monthly training trend reports

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Configure cryptographic equipment
E4	CORE	Manage access to Crypto Net
E6	CORE	Manage electronic spillage

E4	CORE	Monitor broadcast channels
E4	CORE	Monitor Crew Resource Management (CRM)
E4	CORE	Operate data circuits
E4	CORE	Operate data link systems
E4	CORE	Operate Internal Communication Systems (ICS)
E4	CORE	Operate Satellite Communication (SATCOM) systems
E4	CORE	Operate voice circuits
E5	CORE	Prepare Satellite Access Requests (SAR)
E4	CORE	Receive electronic keying material via Over-the-Air-Transfers (OTAT) and Over-The-Air Rekeys (OTAR)
E4	CORE	Set Emission Control (EMCON) conditions
E5	NON-CORE	Supervise communications positions
E4	CORE	Test communication circuits

MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E7	CORE	Certify aircraft records
E4	CORE	Conduct aircraft towing operations
E4	CORE	Control aircraft hydraulic systems
E4	CORE	Control environmental control systems
E4	CORE	Document aircraft discrepancies
E4	CORE	Document in-flight maintenance
E4	CORE	Maintain aircraft avionics systems
E4	CORE	Maintain aircraft instrumentation systems
E4	CORE	Maintain data link systems
E4	CORE	Maintain Electro-Optical and Infrared (EO/IR) systems
E4	CORE	Maintain fiber optic systems
E4	CORE	Maintain Internal Communication Systems (ICS)
E4	CORE	Maintain navigation systems
E4	CORE	Maintain Satellite Communication (SATCOM) systems
E4	CORE	Maintain Specific Emitter Identification (SEI) and tracking
E4	CORE	Maintain weapons and ordnance systems
E4	CORE	Maintain wiring and connectors
E4	CORE	Maintain workstation application software
E5	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E5	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E4	CORE	Operate test equipment
E4	CORE	Perform aircraft servicing
E4	CORE	Program countermeasures system
E7	CORE	Release aircraft safe for flight

E5	CORE	Review aircraft records
E5	CORE	Supervise aircraft repairs
E4	CORE	Supervise ground handling operations
E4	CORE	Supervise Support Equipment (SE) operations

MISSION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure countermeasure systems
E4	CORE	Configure external peripherals
E4	CORE	Initialize Global Positioning Satellite (GPS) equipment
E4	CORE	Initialize Inertial Navigation Systems (INS)
E4	CORE	Inspect photographic equipment
E4	CORE	Interpret Selective Identification Feature (SIF) video
E4	CORE	Load mission software
E4	CORE	Load search stores
E6	CORE	Manage operation assets
E4	CORE	Operate aircraft electrical systems
E4	CORE	Operate aircraft radar systems
E4	CORE	Operate data processing system and software
E4	CORE	Operate Electro-Optical and Infrared (EO/IR) equipment
E4	CORE	Operate network equipment
E4	CORE	Operate photographic equipment
E4	CORE	Operate radio systems
E4	CORE	Operate Secure Telephone Equipment (STE)
E4	CORE	Perform audio/video recording procedures
E5	CORE	Perform Quality Assurance (QA) inspections

NETWORKING

Paygrade	Task Type	Task Statements
E4	CORE	Configure network hardware
E4	CORE	Configure network software
E4	CORE	Configure workstation network connectivity
E4	CORE	Inspect network components
E4	CORE	Install network components
E4	CORE	Load aircraft software
E4	CORE	Maintain data processing systems
E4	CORE	Maintain network cables
E4	CORE	Maintain onboard Local Area Network (LAN) systems
E4	CORE	Manage onboard Local Area Network (LAN) systems
E4	CORE	Monitor network connectivity
E4	CORE	Perform system administrator functions

E4	CORE	Perform virus scans
E4	CORE	Repair Local Area Network (LAN) systems
E4	CORE	Repair workstation network connectivity

OPERATIONS PLANNING AND LOGISTICS

Paygrade	Task Type	Task Statements
E5	CORE	Draft country clearance messages
E5	CORE	Draft flight hour reports
E4	CORE	Draft logistics requests
E5	CORE	Draft mission capability briefs
E4	CORE	Draft mission summary logs
E6	CORE	Draft operational reports
E4	CORE	Install logistics equipment
E4	CORE	Perform logistics operations
E5	CORE	Prepare aircrew mission briefs
E5	CORE	Prepare flight schedules

UNMANNED AERIAL VEHICLE (UAV) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Inspect Unmanned Aerial Vehicle (UAV) ordnance equipment
E4	CORE	Inspect Unmanned Aerial Vehicle (UAV) ordnance loads

Job Title **Job Code**

Unmanned Aerial Vehicle (UAV) Pilot/Maintainer 002672

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	UAV PILOT/MAINTAINER	NAC UAV P-MNT

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AWV	NECs may include 8361, 8362, 8364, 8367 and 8368

Job Description

Unmanned Aerial Vehicle (UAV) Pilots/Maintainers serve as external pilots and directly control the flight of the UAVs during launch and recovery operations by visual reference to the UAV; UAV internal pilots operate and navigate UAVs during the enroute, mission, and return phases of flight; perform organizational level maintenance on UAV systems and support equipment; operate and maintain Electro-Optical and Infrared (EO/IR) targeting systems; are knowledgeable in meteorology, aerodynamics, power plants, radios, and air traffic control; and perform basic and advanced flight operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Aircraft, General	160000	Airline Pilots, Copilots, and Flight Engineers	53-2011.00	Transportation and Material Moving

Skills	Abilities
Operation and Control	*Information Ordering*
Coordination	*Written Comprehension*
Critical Thinking	*Inductive Reasoning*
Monitoring	*Written Expression*
Equipment Maintenance	*Problem Sensitivity*
Management of Material Resources	*Memorization*
Quality Control Analysis	*Selective Attention*
Operation Monitoring	*Oral Expression*
Writing	*Deductive Reasoning*
Complex Problem Solving	*Finger Dexterity*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze tactical mission data
E7	NON-CORE	Coordinate weapons systems design with contract engineers
E5	CORE	Draft administrative briefs
E4	CORE	Draft individual flight time summaries
E4	CORE	Draft tactical memorandums
E4	CORE	Log flight times
E4	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) publications
E5	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) training jackets
E4	CORE	Maintain tactical publications library
E5	CORE	Manage aircrew flight database entries
E7	NON-CORE	Manage fleet acquisition programs
E4	CORE	Safeguard Communications Security (COMSEC) classified materials
E4	CORE	Transfer Communications Security (COMSEC) materials

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E4	CORE	Conduct armament/ordnance arming/safeing
E4	CORE	Evaluate avionics performance
E4	CORE	Maintain mission systems
E4	CORE	Operate aircraft fuel systems
E4	CORE	Operate Support Equipment (SE)
E4	CORE	Perform aircraft emergency procedures
E4	CORE	Perform aircraft ground handling operations
E4	CORE	Perform aircraft pre-flight and post-flight inspections
E4	CORE	Perform aircraft security
E4	NON-CORE	Perform Cardio-Pulmonary Resuscitation (CPR) with Automated External Defibrillator (AED)
E4	NON-CORE	Perform first aid.
E4	CORE	Perform ordnance checks
E4	CORE	Perform Search and Rescue (SAR) procedures
E4	CORE	Report in-flight status
E4	CORE	Safeguard classified materials

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E7	CORE	Administer aircrew training programs
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E4	CORE	Conduct warfare exercises
E5	CORE	Maintain training and readiness database
E5	CORE	Manage aircrew training plans
E5	CORE	Manage Crew Resource Management (CRM) programs
E5	CORE	Prepare monthly training trend reports

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Manage access to Crypto Net
E4	CORE	Monitor Crew Resource Management (CRM)
E4	CORE	Operate data circuits
E4	CORE	Operate data link systems
E4	CORE	Operate Satellite Communication (SATCOM) systems
E4	CORE	Operate voice circuits
E5	CORE	Prepare Satellite Access Requests (SAR)

MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E7	CORE	Certify aircraft records
E4	CORE	Conduct aircraft towing operations

E4	CORE	Control aircraft hydraulic systems
E4	CORE	Document aircraft discrepancies
E4	CORE	Maintain aircraft avionics systems
E4	CORE	Maintain data link systems
E4	CORE	Maintain Electro-Optical and Infrared (EO/IR) systems
E4	CORE	Maintain fiber optic systems
E4	CORE	Maintain navigation systems
E4	CORE	Maintain Satellite Communication (SATCOM) systems
E4	CORE	Maintain weapons and ordnance systems
E4	CORE	Maintain wiring and connectors
E4	CORE	Maintain workstation application software
E5	CORE	Manage Naval Aviation Maintenance Programs (NAMP)
E5	CORE	Monitor Naval Aviation Maintenance Programs (NAMP)
E4	CORE	Operate test equipment
E4	CORE	Perform aircraft servicing
E7	CORE	Release aircraft safe for flight
E5	CORE	Review aircraft records
E4	CORE	Supervise ground handling operations
E4	CORE	Supervise Support Equipment (SE) operations

MISSION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Acquire signals for recording
E4	CORE	Initialize Global Positioning Satellite (GPS) equipment
E4	CORE	Initialize Inertial Navigation Systems (INS)
E4	CORE	Inspect photographic equipment
E4	CORE	Operate Electro-Optical and Infrared (EO/IR) equipment
E4	CORE	Operate photographic equipment
E4	CORE	Operate radio systems
E4	CORE	Perform audio/video recording procedures

NETWORKING

Paygrade	Task Type	Task Statements
E4	CORE	Maintain data processing systems
E4	CORE	Maintain network cables
E5	CORE	Manage Information Systems Security (ISS) programs
E4	CORE	Monitor network connectivity
E4	CORE	Repair workstation network connectivity

OPERATIONS PLANNING AND LOGISTICS

Paygrade	Task Type	Task Statements
E5	CORE	Draft country clearance messages
E5	CORE	Draft flight hour reports
E4	CORE	Draft logistics requests

E5	CORE	Draft mission capability briefs
E4	CORE	Draft mission summary logs
E6	CORE	Draft operational reports
E4	CORE	Perform logistics operations
E5	CORE	Prepare aircrew mission briefs
E5	CORE	Prepare flight schedules

UNMANNED AERIAL VEHICLE (UAV) OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Control Unmanned Aerial Vehicle (UAV) fuel systems
E5	NON-CORE	Control Unmanned Aerial Vehicle (UAV) radar systems
E5	NON-CORE	Operate Unmanned Aerial Vehicle (UAV) electrical systems
E5	NON-CORE	Operate Unmanned Aerial Vehicle (UAV) navigation systems
E5	NON-CORE	Operate Unmanned Aerial Vehicle (UAV) radio systems
E5	NON-CORE	Perform Unmanned Aerial Vehicle (UAV) maintenance
E5	NON-CORE	Perform Unmanned Aerial Vehicle (UAV) pre and post-flight inspections
E5	NON-CORE	Pilot Unmanned Aerial Vehicles (UAV)
E7	NON-CORE	Plan Naval Special Warfare (NSW) operations
E5	NON-CORE	Position Unmanned Aerial Vehicle (UAV) camera systems

Job Title **Job Code**

Aircrew Readiness Manager (Avionics) 002745

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	ACREW READINESS MGR AVIONICS	ARM (AVIONICS)

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AWV	Not Applicable

Job Description

Aircrew Readiness Managers (Avionics) are crucial and integral members of staffs, operational commands, and squadrons; coordinate the operational, administrative, and aircrew scheduling functions for the organization; administer and manage training programs and resources for naval aircrew; manage standardization of aircrew training programs to enhance proficiency and readiness, and coordinate all aspects of aircrew training to meet the rigorous demands of operational commitments worldwide; administer and direct the Naval Air Training and Operating Procedures Standardization (NATOPS) and Search and Rescue (SAR) programs; and administer and direct tactics, training and readiness, ordnance and weapons, and aircrew training. As Program Managers, they analyze training resource requirements, review and approve contract options for new training devices and programs, develop and revise curriculum, incorporate and initiate new aircrew training programs, manage student quotas, qualifications and certifications, and coordinate aircrew physical fitness and health program initiatives.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Air Crew, General	105000	Airfield Operations Specialists	53-2022.00	Transportation and Material Moving

Skills	Abilities
Management of Material Resources	*Information Ordering*
Coordination	*Inductive Reasoning*
Critical Thinking	*Written Expression*
Judgment and Decision Making	*Written Comprehension*
Writing	*Problem Sensitivity*
Monitoring	*Category Flexibility*
Complex Problem Solving	*Deductive Reasoning*
Management of Personnel Resources	*Oral Expression*
Operation and Control	*Memorization*
Quality Control Analysis	*Selective Attention*

AIRCREW ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Analyze emerging technology to meet fleet training requirements
E5	CORE	Analyze tactical mission data
E7	CORE	Conduct Flight Order Audit Boards (FOAB) reviews
E7	NON-CORE	Coordinate weapons systems design with contract engineers
E5	CORE	Draft administrative briefs
E7	CORE	Draft Emergency Action Plans (EAP)
E4	CORE	Draft individual flight time summaries
E4	CORE	Draft tactical memorandums
E5	CORE	Draft warfare briefs
E4	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) publications
E5	CORE	Maintain Naval Air Training and Operating Procedures Standardization (NATOPS) training jackets
E4	CORE	Maintain tactical publications library
E5	CORE	Manage aircrew flight database entries
E6	CORE	Manage aircrew readiness
E6	CORE	Manage Electronic Key Management System (EKMS) program

E7	NON-CORE	Manage fleet acquisition programs
E7	NON-CORE	Manage manpower
E7	CORE	Manage Personnel Reliability Programs (PRP)
E7	CORE	Manage temporary flight orders
E6	CORE	Perform Communication Security (COMSEC) procedures
E4	CORE	Safeguard Communications Security (COMSEC) classified materials
E4	CORE	Transfer Communications Security (COMSEC) materials

AIRCREW DUTIES

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate Search and Rescue (SAR) operations
E4	CORE	Perform aircraft emergency procedures
E4	NON-CORE	Perform Cardio-Pulmonary Resuscitation (CPR) with Automated External Defibrillator (AED)
E4	NON-CORE	Perform first aid
E4	CORE	Perform Search And Rescue (SAR) procedures
E4	CORE	Safeguard classified materials

AIRCREW TRAINING

Paygrade	Task Type	Task Statements
E7	CORE	Administer aircrew training programs
E7	CORE	Analyze monthly training trend reports
E7	CORE	Analyze training and readiness matrix
E5	CORE	Conduct Naval Air Training and Operating Procedures Standardization (NATOPS) evaluations
E4	CORE	Conduct warfare exercises
E5	CORE	Maintain training and readiness database
E5	CORE	Manage aircrew training plans
E5	CORE	Manage Crew Resource Management (CRM) programs
E4	CORE	Perform land and sea survival techniques
E5	CORE	Prepare monthly training trend reports

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Manage electronic spillage
E4	CORE	Monitor Crew Resource Management (CRM)
E4	CORE	Operate Internal Communication Systems (ICS)

MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E7	CORE	Certify aircraft records
E7	CORE	Release aircraft safe for flight
E5	CORE	Review aircraft records
E4	CORE	Supervise Support Equipment (SE) operations

MISSION SYSTEMS

Paygrade	Task Type	Task Statements
E6	CORE	Manage operation assets

NETWORKING

Paygrade	Task Type	Task Statements
E7	CORE	Manage Information Security (INFOSEC) programs
E7	CORE	Manage network policies

OPERATIONS PLANNING AND LOGISTICS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate aircraft availability for long and short range planning
E7	NON-CORE	Coordinate logistics
E7	CORE	Coordinate Operating Area (OPAREA) schedules with external agencies
E7	CORE	Coordinate tactical exercises
E7	CORE	Coordinate tactical missions
E5	CORE	Draft country clearance messages
E5	CORE	Draft flight hour reports
E4	CORE	Draft logistics requests
E5	CORE	Draft mission capability briefs
E4	CORE	Draft mission summary logs
E6	CORE	Draft operational reports
E7	CORE	Manage aircraft assignments
E7	CORE	Manage aircrew operations
E6	CORE	Plan logistics operations
E7	CORE	Plan strategic operations
E5	CORE	Prepare aircrew mission briefs
E5	CORE	Prepare flight schedules
E7	CORE	Submit logistics requests

UNMANNED AERIAL VEHICLE (UAV) OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Brief tactical missions
E7	NON-CORE	Plan Naval Special Warfare (NSW) operations

CHAPTER 13

AVIATION MAINTENANCE ADMINISTRATIONMAN (AZ)

NAVPERS 18068-13E
CH-59

Updated: July 2014

TABLE OF CONTENTS
AVIATION MAINTENANCE ADMINISTRATIONMAN (AZ)

SCOPE OF RATING	AZ-3
GENERAL INFORMATION	AZ-4
AVIATION ADMINISTRATOR	AZ-5
AIRCRAFT LAUNCH AND RECOVERY EQUIPMENT (ALRE) QUALITY ASSURANCE	AZ-5
AIRCRAFT RECORDS AND REPORTS	AZ-6
AUTOMATED LOGISTICS ENVIRONMENT (ALE) ADMINISTRATION	AZ-6
CENTRAL TECHNICAL PUBLICATIONS LIBRARY	AZ-6
DATA ANALYSIS AND SYSTEM ADMINISTRATION	AZ-7
LOGS AND RECORDS	AZ-9
MAINTENANCE ADMINISTRATION	AZ-10
MAINTENANCE/PRODUCTION CONTROL	AZ-11
SUPPORT EQUIPMENT PLANNED MAINTENANCE SYSTEMS	AZ-11
TECHNICAL DIRECTIVES	AZ-12

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AVIATION MAINTENANCE ADMINISTRATIONMAN (AZ)

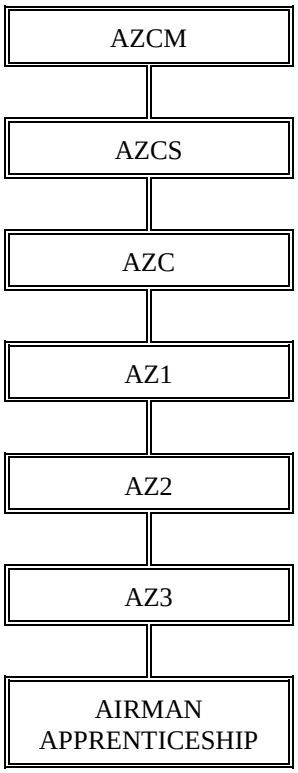
SCOPE OF RATING

Aviation Maintenance Administrationmen (AZ) perform technical, managerial, and support duties required by the Naval Aviation Maintenance Program (NAMP); prepare aircraft and maintenance related correspondence; maintain directive control and custody records, control forms and reporting requirements; maintain administrative files within the organization plan, program, and coordinate scheduled and unscheduled maintenance tasks and the incorporation of changes and modifications on/to aircraft and aeronautical equipment and support equipment; organize, maintain, and operate Navy Aeronautical Technical Publications Library (ATPL); oversee dispersed libraries; operate the Naval Aviation Logistics Command Management Information System (NALCOMIS) and the configuration management of Naval Aircraft, associated components and support equipment, and manage NALCOMIS hardware, software upgrades, and network security and Information Assurance requirements; setup and administer basic Local Area Networks (LAN) in support of detachment processing; liaise with ship and/or shore Information Technology personnel for LAN support for NALCOMIS; and maintain data integrity between operations and maintenance departments.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 13.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Aviation Administrator

Job Code

002576

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	AVIATION ADMINISTRATOR	AVIA ADM

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	AZ	NEC includes 6300 series, 8800, 8300

Job Description

Aviation Administrators perform technical, managerial, and support duties required by the Naval Aviation Maintenance Program (NAMP); prepare aircraft and maintenance related correspondence; maintain directive control and custody records, control forms, and reporting requirements; maintain files on departmental organization, manning, personnel travel and transfers, and training requirements; plan, program, and coordinate scheduled and unscheduled maintenance tasks and the incorporation of changes and modifications on/to aircraft and aeronautical equipment and support equipment; coordinate squadron/activity maintenance reporting requirements; organize, maintain, and operate Navy Aeronautical Technical Publications Library (ATPL) to include Aircraft Launch and Recovery Equipment (ALRE) Quality Assurance Administration, oversee dispersed libraries, and audit and train dispersed librarians; operate the Naval Aviation Logistics Command Management Information System (NALCOMIS) and associated platform specific tracking systems; input, verify, and validate data pertaining to the history, operation, maintenance, configuration, receipt, and transfer of naval aircraft, related aeronautical equipment and components; maintain operations department flight data historical files and aviator data; and provide support/assistance to organizational, intermediate, and depot maintenance staff areas.

DoD Relationship

Group Title	*DoD Code*
Aviation Maintenance Records and Reports	155500

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Production, Planning, and Expediting Clerks	43-5061.00	Office and Administrative Support

Skills	Abilities
Management of Material Resources	*Written Comprehension*
Monitoring	*Written Expression*
Reading Comprehension	*Deductive Reasoning*
Mathematics	*Problem Sensitivity*
Complex Problem Solving	*Mathematical Reasoning*
Coordination	*Selective Attention*
Critical Thinking	*Inductive Reasoning*
Systems Analysis	*Number Facility*
Writing	*Category Flexibility*
Learning Strategies	*Oral Comprehension*

AIRCRAFT LAUNCH AND RECOVERY EQUIPMENT (ALRE) QUALITY ASSURANCE

Paygrade	Task	Task Statements
E4	NON-CORE	Audit Aircraft Launch and Recovery Equipment Maintenance Program (ALREMP) dispersed libraries
E4	NON-CORE	Maintain Aircraft Launch and Recovery Maintenance Program (ALREMP) central libraries
E4	NON-CORE	Maintain Aircraft Launch and Recovery Maintenance Program (ALREMP) logs and records
E6	NON-CORE	Maintain Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP) procedures
E4	NON-CORE	Maintain Visual Information Display (VID) boards
E4	NON-CORE	Track arresting gear and catapult maintenance inspection requirements in Maintenance and Material Management (3M) system
E4	NON-CORE	Track holdback bar inspection requirements

AIRCRAFT RECORDS AND REPORTS

Paygrade	Task	Task Statements
E5	CORE	Correct XRAY reports
E5	CORE	Maintain Engine Transaction Report (ETR) logs and worksheets
E5	CORE	Maintain XRAY reports
E5	CORE	Process Change of Location (COL) XRAY
E5	CORE	Process End of Quarter (EOQ) Report
E5	CORE	Process Engine Transaction Reports (ETR)
E5	CORE	Process Quarterly Hours in Life (QHIL) reports

AUTOMATED LOGISTICS ENVIRONMENT (ALE) ADMINISTRATION

Paygrade	Task	Task Statements
E5	NON-CORE	Configure Portable Electronic Maintenance Aids (PEMA) for Automated Logistics Environment (ALE) operations
E5	NON-CORE	Correct Aircraft Data Files (ADF)
E5	NON-CORE	Determine engine usage ratios
E4	NON-CORE	Maintain aircraft data files
E5	NON-CORE	Maintain Automated Logistics Environment (ALE) module interface requirements for the F/A-18-E/F, V-22, H-53, E-2D and H-60 aircraft
E5	NON-CORE	Maintain Engine Percent Life Remaining reports
E5	NON-CORE	Maintain Service Life Management Program (SLMP) data reports
E5	CORE	Manage F/A-18 Automated Logistics Environment (FALE) data
E5	NON-CORE	Migrate data from legacy systems to newer databases
E5	NON-CORE	Perform trend analysis on Automated Logistics Environment (ALE) reports
E4	NON-CORE	Process Aircraft Data Files (ADF) in stand-alone mode
E4	NON-CORE	Reconcile aircraft data files with Naval Aviation Flight Record (NAVFLIR)
E5	CORE	Review Maintenance Analysis and Planning Aid (MAPA) trend analysis reports
E5	NON-CORE	Verify Structural Appraisal of Fatigue Effects (SAFE) reports for upline connectivity
E5	NON-CORE	Verify usage data is applied to all applicable components

CENTRAL TECHNICAL PUBLICATIONS LIBRARY

Paygrade	Task	Task Statements
E5	NON-CORE	Audit dispersed technical libraries
E5	NON-CORE	Conduct Portable Electronic Maintenance Aids (PEMA) and associated hardware inventories
E5	NON-CORE	Develop procedures for classified materials
E4	NON-CORE	Initiate routing of Technical Directives (TD)
E5	NON-CORE	Label manual binder spines
E5	NON-CORE	Load Automated Data Processing (ADP) and Aircraft Intermediate Maintenance Department (AIMD) (Afloat) Joint Technical Data Integration (JTDI) CD updates on the Joint Knowledge Caching Server (JKCS)
E5	NON-CORE	Load Electronic Rapid Action Changes (ERAC)
E4	NON-CORE	Maintain a training program for dispersed librarians on technical publication updates
E5	NON-CORE	Maintain Automated Technical Publications Libraries (ATPL)
E5	NON-CORE	Maintain Central Technical Publications Library (CTPL) transaction files
E4	NON-CORE	Maintain change entry certification record files
E5	NON-CORE	Maintain classified material containers and access lists

E4	NON-CORE	Maintain enhanced library management systems
E5	NON-CORE	Maintain internal control of the Naval Aviation Maintenance Program (NAMP) via Electronic Library Management System (ELMS)
E5	NON-CORE	Maintain Joint Technical Data Integration (JTDI) CD updates and load on the Joint Knowledge Caching Server (JKCS)
E5	NON-CORE	Maintain local Maintenance Requirement Cards (MRC)
E5	NON-CORE	Maintain Naval Air publications via Naval Air Technical Data and Engineering Service Command (NATEC) website
E5	NON-CORE	Maintain Naval Air Training and Operations Procedures Standardization (NATOPS)
E5	NON-CORE	Maintain Portable Electronic Maintenance Aids (PEMA) in Electronic Library Management System (ELMS)
E5	NON-CORE	Maintain technical manuals
E5	NON-CORE	Maintain weekly Interim Rapid Action Change (IRAC) summaries
E5	NON-CORE	Maintain weekly summaries of issued Technical Directives (TD)
E5	NON-CORE	Manage Portable Electronic Maintenance Aids (PEMA)
E5	NON-CORE	Order publications
E5	NON-CORE	Perform Portable Electronic Maintenance Aids (PEMA) material condition inspections
E5	NON-CORE	Track Technical Directives (TD) in Electronic Library Management System (ELMS) database
E5	NON-CORE	Update Interactive Electronic Technical Manual (IETM) software
E4	CORE	Update publications and publication master files
E5	NON-CORE	Verify Joint Technical Data Integration (JTDI) CD updates are loaded on the Joint Knowledge Caching Server (JKCS)

DATA ANALYSIS AND SYSTEM ADMINISTRATION

Paygrade	Task	Task Statements
E5	NON-CORE	Analyze aviation maintenance data trends
E5	NON-CORE	Assign Special Maintenance Qualifications (SMQ)
E5	NON-CORE	Conduct maintenance documentation training
E5	NON-CORE	Conduct Naval Aviation Logistics Command Management Information Systems (NALCOMIS) functionality training
E5	NON-CORE	Configure detachment workstations and laptops
E5	NON-CORE	Configure Uninterruptable Power Supply (UPS)
E5	NON-CORE	Coordinate data transfers between servers and databases
E5	NON-CORE	Coordinate system maintenance
E5	NON-CORE	Correct database and system errors
E5	NON-CORE	Create ad hoc Naval Aviation Logistics Command Maintenance Information Systems (NALCOMIS) reports
E5	NON-CORE	Create database returns
E5	NON-CORE	Create Naval Aviation Logistics Command Maintenance Information Systems (NALCOMIS) contingency training
E5	NON-CORE	Create Naval Aviation Logistics Command Maintenance Information Systems (NALCOMIS) personnel accounts
E5	NON-CORE	Establish Optimized-Organizational Maintenance Activity Naval Aviation Logistics Command Maintenance Information Systems (OOMA NALCOMIS) interfaces
E5	NON-CORE	Install detachment printers

E5	NON-CORE	Install Naval Aviation Logistics Command Management Information Systems (NALCOMIS) security packages
E5	NON-CORE	Load Naval Aviation Logistics Command Management Information Systems (NALCOMIS) operating software
E5	NON-CORE	Lockout Optimized-Organizational Maintenance Activity Naval Aviation Logistics Command Management Information Systems (OOMA NALCOMIS) datasets after aircraft mishaps
E6	NON-CORE	Maintain baseline change reports
E5	NON-CORE	Maintain baseline trouble reports
E5	NON-CORE	Maintain computer hardware
E5	NON-CORE	Maintain detachment pack-up lists
E5	NON-CORE	Maintain hardware inventories
E5	NON-CORE	Maintain Naval Aviation Logistics Command Management Information Systems (NALCOMIS)
E5	NON-CORE	Maintain Naval Aviation Logistics Command Management Information Systems (NALCOMIS) report files (e.g. MAINT 1-6 reports)
E5	NON-CORE	Maintain Naval Aviation Logistics Command Management Information Systems (NALCOMIS) system history logs
E5	NON-CORE	Maintain offsite backups
E5	NON-CORE	Maintain Optimized-Organizational Maintenance Activity Naval Aviation Logistics Command Management Information Systems (OOMA NALCOMIS) technical advisories
E5	NON-CORE	Maintain system administrator logbooks
E5	NON-CORE	Maintain trouble call submissions and records
E5	NON-CORE	Manage computer naming conventions
E5	NON-CORE	Manage database user accounts and processes
E5	NON-CORE	Manage Intermediate Level (I-Level) maintenance databases
E5	NON-CORE	Manage Naval Aviation Logistics Command Management Information System (NALCOMIS) networks (e.g., peripheral cables, connections, printers)
E5	NON-CORE	Manage Naval Flight Record Subsystem (NAVFLIRS) for aircrews
E5	NON-CORE	Manage Naval Flight Record Subsystem (NAVFLIRS) upline reporting
E5	NON-CORE	Manage network properties and local area connections
E5	NON-CORE	Manage Public Key Infrastructure (PKI) and Department of Defense (DoD) certificates
E5	NON-CORE	Manage server virtual machines
E5	NON-CORE	Manage system servers and workstations
E5	NON-CORE	Monitor database log spaces
E5	NON-CORE	Monitor Naval Aviation Logistics Command Management Information Systems (NALCOMIS) replication status
E5	NON-CORE	Monitor Naval Aviation Logistics Command Management Information Systems (NALCOMIS) system performance
E5	NON-CORE	Monitor scheduled system jobs
E5	NON-CORE	Monitor Wide Area Network (WAN) for connectivity (e.g., O to I level connection, MIDTIER)
E5	NON-CORE	Perform Assured Compliance Assessment Solution (ACAS)
E5	NON-CORE	Perform database restores
E5	NON-CORE	Perform detachment processing
E5	CORE	Perform Naval Aviation Logistics Command Management Information Systems (NALCOMIS) system backups

E5	NON-CORE	Perform site-to-site server moves
E5	NON-CORE	Prepare baseline trouble reports
E4	CORE	Prepare trouble call submissions and records (e.g., Software Maintenance Tracking System (SMTS))
E5	CORE	Process MAINT-2 and Naval Aviation Readiness Integrated Improvement Program (NAVRIIP) data
E5	NON-CORE	Provide statistical analysis via Maintenance and Material Management (3M) summary
E5	NON-CORE	Reconcile Naval Flight Record Subsystem (NAVFLIRS) data with Sierra Hotel Aviation Readiness Program (SHARP)
E5	NON-CORE	Record system downtime and trouble calls
E5	NON-CORE	Respond to user trouble calls
E5	NON-CORE	Review event viewer and transaction logs
E5	NON-CORE	Schedule database down time
E5	NON-CORE	Troubleshoot Naval Aviation Logistics Command Management Information Systems (NALCOMIS)
E5	NON-CORE	Update Information Assurance (IA) vulnerability alerts
E5	NON-CORE	Update software configurations
E5	NON-CORE	Verify baseline change reports
E5	NON-CORE	Verify Sybase server status

LOGS AND RECORDS

Paygrade	Task	Task Statements
E5	CORE	Annotate replacement due time on Aeronautical Equipment Service Record (AESR)
E5	CORE	Calculate replace due time on all carded items
E5	CORE	Close out outdated aircraft logbook forms
E5	CORE	Create electronic log set components
E5	CORE	Create logbook records
E5	CORE	Create new aircraft logbook forms
E5	CORE	Document engine reporting status via Decision Knowledge Engine Transaction Reporting (DECKETR) website
E5	CORE	Document Technical Directives (TD)
E5	CORE	Forward consolidated cards to central repository or Field Support Team (FST)
E5	CORE	Maintain aircraft historical files
E5	CORE	Maintain aircraft logbook pages
E4	CORE	Maintain aircrew qualification databases
E5	CORE	Maintain Aviation Life Support Systems (ALSS) Auto Log-sets (ALS)
E4	CORE	Maintain aviator logbooks
E4	CORE	Manage Aeronautical Armament Equipment (AAE)
E5	CORE	Manage aircraft equipment service records
E5	CORE	Manage Auto Log-Sets (ALS)
E4	CORE	Manage Aviation Life Support System (ALSS) records
E5	CORE	Manage Configuration Management (CM) of Optimized-Organizational Maintenance Activity Naval Aviation Logistics Command Management Information Systems (OOMA NALCOMIS) assets
E5	CORE	Manage master flight files
E6	CORE	Manage transfer and receipt of aircraft documentation
E5	CORE	Prepare Engine Transaction Reports (ETR)

E5	CORE	Process aircraft XRAY reports via Optimized Organizational Maintenance Activity Naval Aviation Logistics Command Management Information Systems (OOMA NALCOMIS)
E5	CORE	Research components missing logbook documentation
E5	CORE	Review work orders for log book entries
E5	CORE	Verify aircraft inspection cycles
E5	CORE	Verify component removal due reports
E5	CORE	Verify correct documentation on Assembly Service Record, Module Service Record, Equipment History Record, Schedule Removal Card (ASR/MSR/EHR/SRC)
E5	CORE	Verify engine inspection cycles
E5	CORE	Verify installed explosive devices with Cartridge Actuated Device / Propellant Actuated Device (CAD/PAD) and Optimized-Organizational Maintenance Activity (OOMA)
E5	CORE	Verify Naval Aviation Logistics Command Management Information Systems (NALCOMIS) engine management reports
E5	CORE	Verify Periodic Maintenance Information Card (PMIC) against all tracked components
E5	CORE	Verify quarterly list 02 and list 04 Technical Directive (TD) reports
E5	CORE	Verify XRAY reporting via Aircraft Inventory Readiness Reporting Systems (AIRRS)

MAINTENANCE ADMINISTRATION

Paygrade	Task	Task Statements
E4	CORE	Create Support Equipment (SE) licenses
E4	CORE	Distribute current and up-to-date instructions
E5	CORE	Document personnel evaluation status
E4	CORE	Draft aviation messages
E4	CORE	Issue Support Equipment (SE) licenses
E6	CORE	Maintain Advance Skills Management (ASM) program
E4	CORE	Maintain aviation maintenance correspondence ticklers
E4	CORE	Maintain aviation maintenance department message boards
E5	CORE	Maintain departmental key logs
E4	CORE	Maintain master instruction index
E4	CORE	Maintain Monthly Maintenance Plans (MMP)
E4	CORE	Maintain organizational manpower charts
E4	CORE	Maintain Relational Administrative Data Management (RADM) database
E4	CORE	Maintain Standard Subject Identification Code (SSIC) files
E6	CORE	Manage Advanced Skills Management (ASM) system
E4	CORE	Prepare awards
E4	CORE	Prepare departmental muster reports
E4	CORE	Prepare Monthly Maintenance Plans (MMP)
E4	CORE	Process support equipment licenses and renewals
E5	CORE	Safeguard classified aviation maintenance documents
E5	CORE	Track maintenance action reports

MAINTENANCE/PRODUCTION CONTROL

Paygrade	Task	Task Statements
E7	CORE	Certify aircraft safe for flight
E7	CORE	Conduct Naval Aviation Maintenance Program (NAMP) self-audits
E7	CORE	Coordinate Depot Level (D-Level) maintenance requirements
E4	CORE	Maintain Aircraft Discrepancy Books (ADB) and Automated Aircraft Discrepancy Books (AADB)
E4	CORE	Maintain aircraft status reports and boards
E4	CORE	Maintain flight schedules
E4	CORE	Maintain Rough Flight Logs (RFL)
E5	CORE	Manage aircraft flight libraries
E6	CORE	Manage Aircraft Inventory Readiness Reporting Systems (AIRRS)
E4	CORE	Manage aircrew flight reports
E6	CORE	Manage Aviation Maintenance Supply Readiness Reporting (AMSRR) accounts
E7	NON-CORE	Manage Budget Operating Target (OPTAR) Reports (BOR) reports
E6	CORE	Manage Fatigue Life Expenditures (FLE)
E7	CORE	Manage flight hours
E7	NON-CORE	Manage purchase card program
E6	CORE	Manage Structural Life Limit (SLL) programs
E7	CORE	Monitor Fatigue Life Expenditure (FLE) reports
E4	CORE	Perform Automated Aircraft Discrepancy Books (AADB) summary page backups
E4	CORE	Prepare administrative work orders on aircraft, Support Equipment (SE) and Aviation Life Support Systems (ALSS)
E4	CORE	Prepare aircraft inspections
E4	CORE	Process work orders on Aviation Life Support Systems (ALSS) inspections
E4	CORE	Process work requests
E7	CORE	Validate logbook entries
E4	CORE	Verify cannibalization logs

SUPPORT EQUIPMENT PLANNED MAINTENANCE SYSTEMS

Paygrade	Task	Task Statements
E4	CORE	Coordinate Intermediate Maintenance Activity (IMA) inspections
E4	CORE	Document Non-Destructive Inspection (NDI) and proof load tests on Support Equipment Custody and Maintenance History Record (OPNAV 4790/51)
E4	CORE	File Support Equipment (SE) Preventative Maintenance Service (PMS) records
E4	CORE	Maintain preservation and depreservation cycle documentation
E4	CORE	Maintain Support Equipment (SE) Acceptance and Transfer checklists
E5	CORE	Maintain Support Equipment (SE) Auto Log-sets (ALS)
E4	CORE	Review Light Aircraft Maintenance Schedule (LAMS) reports for Preventative Maintenance Service (PMS) requirements
E4	CORE	Store current and historical Support Equipment (SE) Preventative Maintenance Service (PMS) documentation
E4	CORE	Verify NAT02 Technical Directives (TD)
E5	CORE	Verify Support Equipment (SE) inspection cycles

TECHNICAL DIRECTIVES

Paygrade	Task	Task Statements
E6	CORE	Conduct Technical Directives (TD) self-audits
E5	CORE	Initiate Technical Directives (TD) work orders
E6	CORE	Maintain Technical Directive (TD) kits
E5	CORE	Maintain Technical Directives (TD) routing and tracking sheets
E6	CORE	Manage outstanding Technical Directives (TD) reports
E6	CORE	Manage Technical Directive (TD) configuration files for Auto Log-Sets (ALS)
E6	CORE	Manage Technical Directive (TD) programs
E5	CORE	Perform Technical Directive (TD) verification via applicable reports
E6	CORE	Perform Technical Directives (TD) applicability research
E6	CORE	Prepare forms to incorporate Technical Directives (TD) at the depot level
E5	CORE	Process Technical Directives (TD) deviation waivers
E6	CORE	Procure Technical Directives (TD) kits
E5	CORE	Screen aircraft, engine, support equipment, and all applicable records for Technical Directives (TD) compliance
E6	CORE	Verify Technical Directives (TD) tasks are set on components and subcomponents

CHAPTER 14

BOATSWAIN'S MATE
(BM)

NAVPERS 18068-14D
CH-52

Updated: October 2012

TABLE OF CONTENTS
BOATSWAIN'S MATE (BM)

SCOPE OF RATING	BM-3
GENERAL INFORMATION	BM-4
SHIPS AND BOATS MATE	BM-5
AMPHIBIOUS OPERATIONS	BM-5
ANCHORING, MOORING, AND TOWING	BM-5
CARGO HANDLING, RIGGING, AND CRANES	BM-6
DECK SEAMANSHIP	BM-6
EQUIPMENT ADMINISTRATION	BM-6
FLIGHT DECK OPERATIONS	BM-6
REPLENISHMENT AT SEA	BM-6
SMALL BOAT OPERATIONS	BM-6
ABLE SEAMAN	BM-7
AMPHIBIOUS OPERATIONS	BM-7
ANCHORING, MOORING, AND TOWING	BM-7
CARGO HANDLING, RIGGING, AND CRANES	BM-8
DECK SEAMANSHIP	BM-8
EQUIPMENT ADMINISTRATION	BM-8
FLIGHT DECK OPERATIONS	BM-8
MARLINESPIKE SEAMANSHIP	BM-8
PAINTING AND PRESERVATION	BM-8
REPLENISHMENT AT SEA	BM-8
SMALL BOAT OPERATIONS	BM-8
ORDINARY SEAMAN	BM-9
AMPHIBIOUS OPERATIONS	BM-9
ANCHORING, MOORING, AND TOWING	BM-10
CARGO HANDLING, RIGGING, AND CRANES	BM-11
DECK SEAMANSHIP	BM-11
EQUIPMENT ADMINISTRATION	BM-12
FLIGHT DECK OPERATIONS	BM-12
MARLINESPIKE SEAMANSHIP	BM-12
PAINTING AND PRESERVATION	BM-12
REPLENISHMENT AT SEA	BM-13
SMALL BOAT OPERATIONS	BM-13

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

BOATSWAIN'S MATE (BM)

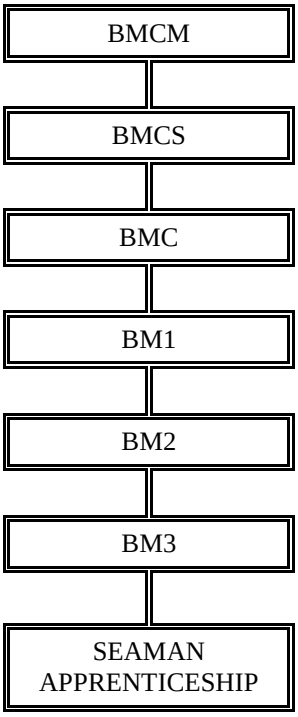
SCOPE OF RATING

Boatswain's Mates (BM) train, direct, and supervise personnel in ship's maintenance duties in all activities relating to marlinespikes, decks, boat seamanship, painting, upkeep of ship's external structure, rigging, deck equipment, and life boats; take charge of working parties; perform seamanship tasks; act as petty officer-in-charge of picket boats, self-propelled barges, tugs, and other yard and district crafts; and operate and maintain equipment used in loading and unloading cargo, ammunition, fuel, and general stores.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 59.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

NEBC Job Title

Ships And Boats Mate

NEBC Job Code

003720

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Transportation and Material Moving	TBD	SHIPS AND BOATS MATE	SB MATE

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	BM	Not Applicable

Job Description

Ships and Boats Mates are responsible for the proper training and supervision of junior personnel, including junior officers, in naval traditions, military conduct and justice, leadership, management information, career information, training, programs and policies, military requirements, safety, and security, visual, and radio communications procedures; direct the operation and maintenance of deck machinery, firefighting, and other emergency equipment; direct the movement of non-self-propelled yard craft within the boundaries of harbors, bays and sounds; operate tugs to assist in docking, undocking, dry-docking, and cold iron moves; assist in sea/air rescue and missions of mercy operations; act as safety technicians by assisting the Safety Officer or Safety Manager in the implementation of the Navy Occupational Safety and Health (NAVOSH) program and other command safety programs; perform administrative and record keeping functions in support of the command safety organization; and identify unsafe work practices and hazardous health conditions.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Boatswains	106000	Mates - Ship, Boat, and Barge	53-5021.02	Transportation and Material Moving

Skills	Abilities
Judgment and Decision Making	*Time Sharing*
Management of Personnel Resources	*Inductive Reasoning*
Complex Problem Solving	*Oral Expression*
Time Management	*Deductive Reasoning*
Speaking	*Flexibility of Closure*
Management of Financial Resources	*Speed of Closure*
Persuasion	*Written Expression*
Quality Control Analysis	*Reaction Time*
Systems Evaluation	*Originality*
Operation and Control	*Stamina*

AMPHIBIOUS OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate amphibious beach operations
E6	CORE	Coordinate amphibious beach traffic
E6	CORE	Manage amphibious craft evolutions
E7	CORE	Manage beach logistics support operations
E6	CORE	Manage salvage operations
E7	CORE	Manage well deck evolutions
E6	NON-CORE	Operate amphibious craft as Craftmaster

ANCHORING, MOORING, AND TOWING

Paygrade	Task Type	Task Statements
E7	CORE	Manage anchoring evolutions
E7	CORE	Supervise towing evolutions

CARGO HANDLING, RIGGING, AND CRANES

Paygrade	Task Type	Task Statements
E7	CORE	Manage cargo handling evolutions
E6	CORE	Supervise cargo handling evolutions
E6	CORE	Supervise dynamic, static, and rated load tests

DECK SEAMANSHIP

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate shipboard honors and ceremonies
E7	CORE	Manage shipboard man overboard recovery evolutions
E7	CORE	Manage small boat man overboard recovery evolutions

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Coordinate equipment certifications and recertifications
E6	CORE	Maintain equipment and test logs
E6	NON-CORE	Manage controlled equipment
E7	NON-CORE	Verify installation, testing, and alteration of equipment

FLIGHT DECK OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Manage helicopter launch and recovery evolutions

REPLENISHMENT AT SEA

Paygrade	Task Type	Task Statements
E7	CORE	Manage cargo replenishment evolutions
E7	CORE	Manage fueling replenishment evolutions
E7	CORE	Manage personnel transfer at sea

SMALL BOAT OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Manage small boat launch and recovery evolutions

NEBC Job Title

Able Seaman

NEBC Job Code

003722

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	ABLE SEAMAN	ABL SEAMN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	BM	Not Applicable

Job Description

Able Seamen perform shipboard operations including stevedoring and maintenance; conduct training of junior personnel in rigging, ship security, deck seamanship, navigation, and piloting; operate and maintain small boats, deck equipment, and machinery, prepare metal and wood surfaces for the applying of primers and paints, rig cargo handling equipment for ship replenishment at sea, and handle cargo inport; direct winch and crane operators, stand watch as Boatswain's Mate of the Watch (BMOW) at sea and inport, supervise personnel performing work details, deck functions, general maintenance and upkeep of the ship, and supervise repair parties during shipboard emergencies; launch and recover amphibious craft, operate small boats as coxswains, and inspect and maintain lifeboats, life rafts, and survival equipment; and train and supervise junior personnel performing as flight deck observers, chock and chain persons, and enlisted landing signalmen for multiple helicopter flight deck operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Boatswains	106000	Maintenance Workers, Machinery	49-9043.00	Installation, Maintenance and Repair

Skills	Abilities
Time Management	*Information Ordering*
Management of Personnel Resources	*Time Sharing*
Instructing	*Inductive Reasoning*
Judgment and Decision Making	*Deductive Reasoning*
Writing	*Category Flexibility*
Operation and Control	*Oral Expression*
Speaking	*Oral Comprehension*
Social Perceptiveness	*Speech Clarity*
Critical Thinking	*Written Expression*
Complex Problem Solving	*Memorization*

AMPHIBIOUS OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Evaluate surf zone for landing
E5	CORE	Supervise amphibious craft operations
E5	CORE	Supervise amphibious evolutions
E5	CORE	Supervise vehicle placement, loading, and securing operations
E5	CORE	Supervise well deck evolutions
E5	CORE	Supervise well deck Foreign Object Damage (FOD) walk downs

ANCHORING, MOORING, AND TOWING

Paygrade	Task Type	Task Statements
E5	CORE	Supervise anchoring evolutions
E5	CORE	Supervise mooring and getting underway evolutions
E5	CORE	Supervise mooring to and getting underway from buoy
E5	CORE	Supervise rigging for tow

CARGO HANDLING, RIGGING, AND CRANES

Paygrade	Task Type	Task Statements
E5	CORE	Direct and signal cranes
E5	CORE	Operate cranes and winches
E5	CORE	Perform rigging computations

DECK SEAMANSHIP

Paygrade	Task Type	Task Statements
E5	CORE	Supervise davit evolutions
E5	CORE	Supervise shipboard man overboard recovery evolutions
E5	CORE	Supervise small boat man overboard recovery evolutions

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze blueprints and ship's drawings
E5	NON-CORE	Maintain equipment records

FLIGHT DECK OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Send and receive helicopter control signals
E5	CORE	Supervise flight deck Foreign Object Damage (FOD) walk downs
E5	CORE	Supervise helicopter launch and recovery evolutions

MARLINESPIKE SEAMANSHIP

Paygrade	Task Type	Task Statements
E5	CORE	Attach wire rope clips

PAINTING AND PRESERVATION

Paygrade	Task Type	Task Statements
E5	CORE	Supervise painting and preservation evolutions

REPLENISHMENT AT SEA

Paygrade	Task Type	Task Statements
E5	CORE	Supervise cargo replenishment rig evolutions
E5	CORE	Supervise fueling rig evolutions
E5	CORE	Supervise personnel transfer at sea

SMALL BOAT OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Supervise small boat launch and recovery evolutions

NEBC Job Title

Ordinary Seaman

NEBC Job Code

003721

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Transportation and Material Moving	TBD	ORDINARY SEAMAN	ORD SEAMN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	BM	Not Applicable

Job Description

Ordinary Seamen perform maintenance and preservation of ship's compartments, decks, deck machinery, and equipment; stand deck watches, such as helmsman, lookout, and messenger underway; man and operate amphibious craft, small boats, booms, cranes, and winches; perform all basic seamanship functions aboard ship including knot tying and whipping and seizing lines or wire; and perform basic emergency functions including first aid treatment, hose handling, and the use carbon dioxide, dry chemical, and water portable fire extinguishers.

DoD Relationship

Group Title	*DoD Code*
Boatswains	106000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Sailors and Marine Oilers	53-5011.00	Transportation and Material Moving

Skills

Judgment and Decision Making
Active Learning
Active Listening
Reading Comprehension
Coordination
Equipment Selection
Equipment Maintenance
Troubleshooting
Management of Material Resources
Speaking

Abilities

Manual Dexterity
Oral Comprehension
Gross Body Coordination
Rate Control
Stamina
Memorization
Time Sharing
Depth Perception
Night Vision
Control Precision

AMPHIBIOUS OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Direct amphibious craft and vehicles in well deck
E4	CORE	Direct amphibious craft landing operations
E4	CORE	Direct beach vehicle traffic
E4	CORE	Launch amphibious craft
E4	CORE	Load amphibious vehicles
E4	CORE	Perform preventive maintenance on well deck equipment
E4	CORE	Perform well deck Foreign Object Damage (FOD) walk downs
E4	NON-CORE	Prepare amphibious beach equipment
E4	NON-CORE	Prepare amphibious craft for evolutions
E4	CORE	Prepare well deck equipment for amphibious operations
E4	CORE	Recover amphibious craft
E4	CORE	Recover amphibious vehicles
E4	CORE	Repair well deck equipment
E4	CORE	Report amphibious beach signals and flags
E4	CORE	Report amphibious craft markings and flags
E4	CORE	Report amphibious signals and markings

E4	CORE	Secure amphibious vehicles
E4	CORE	Test well deck equipment
E4	CORE	Troubleshoot well deck equipment
E4	CORE	Unload amphibious vehicles

ANCHORING, MOORING, AND TOWING

Paygrade	Task Type	Task Statements
E4	CORE	Handle ground tackle
E4	CORE	Hoist ships anchor
E4	CORE	Let go of ships anchor
E4	CORE	Lower ships anchor
E4	CORE	Perform mooring and getting underway evolutions
E4	CORE	Perform preventive maintenance on anchoring equipment
E4	CORE	Perform preventive maintenance on mooring equipment
E4	CORE	Perform preventive maintenance on towing equipment
E4	CORE	Prepare lines for mooring and getting underway evolutions
E4	CORE	Repair anchoring equipment
E4	CORE	Repair mooring equipment
E4	CORE	Repair towing equipment
E4	CORE	Report anchoring flags, day shapes, and light configurations
E4	CORE	Report position and tension of anchor chain
E4	CORE	Rig clear hawse pennants
E4	CORE	Rig dip ropes
E4	CORE	Rig for mooring to buoy
E4	CORE	Rig for tow
E4	CORE	Secure mooring lines after getting underway
E4	CORE	Test anchoring equipment
E4	CORE	Test mooring equipment
E4	CORE	Test towing equipment
E4	CORE	Troubleshoot anchoring equipment
E4	CORE	Unrig clear hawse pennants
E4	CORE	Unrig dip ropes
E4	CORE	Unrig from mooring buoy
E4	CORE	Unrig from tow

CARGO HANDLING, RIGGING, AND CRANES

Paygrade	Task Type	Task Statements
E4	CORE	Package cargo for transfer
E4	CORE	Perform cargo handling evolutions
E4	CORE	Perform preventive maintenance on cargo handling equipment
E4	CORE	Repair cargo handling equipment
E4	CORE	Rig cargo handling equipment
E4	CORE	Test cargo handling equipment
E4	CORE	Transport cargo
E4	CORE	Troubleshoot cargo handling equipment
E4	CORE	Unpack cargo for storage
E4	CORE	Unrig cargo handling equipment

DECK SEAMANSHIP

Paygrade	Task Type	Task Statements
E4	CORE	Handle lines for deck evolutions
E4	CORE	Operate ships control console
E4	CORE	Perform external communications (ship-to-ship, ship-to-shore)
E4	CORE	Perform internal communications (verbal communications, sound powered phone, and Internal Voice Communication System (IVCS))
E4	CORE	Perform preventive maintenance on abandon ship equipment
E4	CORE	Perform preventive maintenance on davits
E4	CORE	Perform preventive maintenance on lifesaving equipment
E4	CORE	Perform shipboard man overboard recovery procedures
E4	CORE	Perform small boat man overboard recovery procedures
E4	CORE	Render calls on boatswains pipe
E4	CORE	Repair abandon ship equipment
E4	CORE	Repair lifesaving equipment
E4	CORE	Report air and surface contacts
E4	CORE	Report audible signals
E4	CORE	Report man overboard
E4	CORE	Report Search And Rescue (SAR) signals
E4	CORE	Report signal flags, pennants, and flares
E4	CORE	Report water depths using lead lines
E4	CORE	Rig davits
E4	CORE	Rig deck equipment
E4	CORE	Rig life lines
E4	CORE	Rig shipboard ladders
E4	CORE	Rig ships brows and gangways
E4	CORE	Steer ship using aft steering equipment

E4	CORE	Test abandon ship equipment
E4	CORE	Test davits
E4	CORE	Test lifesaving equipment
E4	CORE	Unrig davits
E4	CORE	Unrig deck equipment
E4	CORE	Unrig life lines
E4	CORE	Unrig shipboard ladders
E4	CORE	Unrig ships brows and gangways

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Inspect work areas, tools, and equipment
E4	NON-CORE	Inventory controlled equipment

FLIGHT DECK OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Launch helicopters
E4	CORE	Perform flight deck Foreign Object Damage (FOD) walk downs
E4	CORE	Perform preventive maintenance on flight deck equipment
E4	CORE	Prepare flight deck equipment
E4	CORE	Recover helicopters
E4	CORE	Refuel helicopters
E4	CORE	Secure helicopters to the deck
E4	CORE	Test flight deck equipment

MARLINESPIKE SEAMANSHIP

Paygrade	Task Type	Task Statements
E4	CORE	Maintain wire ropes
E4	CORE	Perform preventive maintenance on ships lines
E4	CORE	Repair synthetic and canvas products
E4	CORE	Splice ships lines
E4	CORE	Tie knots, bends, and hitches

PAINTING AND PRESERVATION

Paygrade	Task Type	Task Statements
E4	CORE	Inventory painting and preservation equipment
E4	CORE	Paint prepared surfaces using primer, paint, and non-skid
E4	CORE	Prepare primer, paint, and non-skid
E4	CORE	Prepare surfaces for primer, paint, and non-skid
E4	CORE	Repair painting and preservation equipment
E4	CORE	Test painting and preservation equipment
E4	CORE	Troubleshoot painting and preservation equipment

REPLENISHMENT AT SEA

Paygrade	Task Type	Task Statements
E4	CORE	Perform cargo replenishment evolutions
E4	CORE	Perform fueling replenishment evolutions
E4	CORE	Perform personnel transfer at sea
E4	CORE	Perform preventive maintenance on replenishment equipment
E4	CORE	Repair replenishment equipment
E4	CORE	Report position using phone and distance line
E4	CORE	Rig cargo for Vertical Replenishment (VERTREP)
E4	CORE	Rig cargo replenishment stations
E4	CORE	Rig for personnel transfer at sea
E4	CORE	Rig fueling replenishment stations
E4	CORE	Send and receive replenishment at sea signals
E4	CORE	Test replenishment equipment
E4	CORE	Troubleshoot replenishment equipment
E4	CORE	Unrig cargo from Vertical Replenishment (VERTREP)
E4	CORE	Unrig cargo replenishment stations
E4	CORE	Unrig from personnel transfer at sea
E4	CORE	Unrig fueling replenishment stations

SMALL BOAT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Follow navigational courses during small boat operations
E4	CORE	Launch small boats
E4	CORE	Moor small boats
E4	CORE	Operate small boats
E4	CORE	Perform preventive maintenance on small boat davits
E4	CORE	Perform preventive maintenance on small boat equipment
E4	CORE	Perform preventive maintenance on small boat hulls
E4	CORE	Prepare small boats
E4	CORE	Recover small boats
E4	CORE	Refuel small boats
E4	CORE	Repair small boat equipment
E4	CORE	Repair small boat hulls
E4	CORE	Test small boat equipment
E4	CORE	Troubleshoot small boat equipment

CHAPTER 15

SPECIAL WARFARE BOAT OPERATOR (SB)

NAVPERS 18068-15B
CH-65

Updated: January 2016

TABLE OF CONTENTS
SPECIAL WARFARE BOAT OPERATOR (SB)

SCOPE OF RATING	SB-4
GENERAL INFORMATION	SB-5
SPECIAL WARFARE COMBATANT-CRAFT CREWMAN BASIC	SB-6
AIR INSERTION AND EXTRACTION OPERATIONS	SB-6
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) OPERATIONS	SB-7
CLASSIFIED MATERIAL CONTROL	SB-7
ENGINEERING EVOLUTIONS	SB-7
INTELLIGENCE OPERATIONS	SB-7
LAND OPERATIONS	SB-8
NAVAL SPECIAL WARFARE (NSW) CRAFT MOBILITY EVOLUTIONS	SB-8
NAVAL SPECIAL WARFARE (NSW) OPERATIONS	SB-8
NAVIGATION OPERATIONS	SB-9
ORDNANCE/DEMOLITION OPERATIONS	SB-9
SMALL BOAT OPERATIONS	SB-9
TACTICAL COMMUNICATIONS	SB-10
TACTICAL MEDICINE	SB-10
SPECIAL WARFARE COMBATANT-CRAFT CREWMAN SENIOR	SB-11
AIR INSERTION AND EXTRACTION OPERATIONS	SB-11
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) OPERATIONS	SB-12
CLASSIFIED MATERIAL CONTROL	SB-12
ENGINEERING EVOLUTIONS	SB-12
INTELLIGENCE OPERATIONS	SB-13
LAND OPERATIONS	SB-13
NAVAL SPECIAL WARFARE (NSW) CRAFT MOBILITY EVOLUTIONS	SB-13
NAVAL SPECIAL WARFARE (NSW) OPERATIONS	SB-14
NAVIGATION OPERATIONS	SB-15
ORDNANCE/DEMOLITION OPERATIONS	SB-15
SMALL BOAT OPERATIONS	SB-16
TACTICAL COMMUNICATIONS	SB-16
TACTICAL MEDICINE	SB-16
SPECIAL WARFARE COMBATANT-CRAFT CREWMAN MASTER	SB-17
AIR INSERTION AND EXTRACTION OPERATIONS	SB-17
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) OPERATIONS	SB-18
CLASSIFIED MATERIAL CONTROL	SB-18
ENGINEERING EVOLUTIONS	SB-18
INTELLIGENCE OPERATIONS	SB-19

TABLE OF CONTENTS
SPECIAL WARFARE BOAT OPERATOR (SB) (CONT)

LAND OPERATIONS	SB-19
NAVAL SPECIAL WARFARE (NSW) CRAFT MOBILITY EVOLUTIONS	SB-19
NAVAL SPECIAL WARFARE (NSW) OPERATIONS	SB-20
NAVIGATION OPERATIONS	SB-21
ORDNANCE/DEMOLITION OPERATIONS	SB-21
SMALL BOAT OPERATIONS	SB-22
TACTICAL COMMUNICATIONS	SB-22
TACTICAL MEDICINE	SB-22

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

SPECIAL WARFARE BOAT OPERATOR (SB)

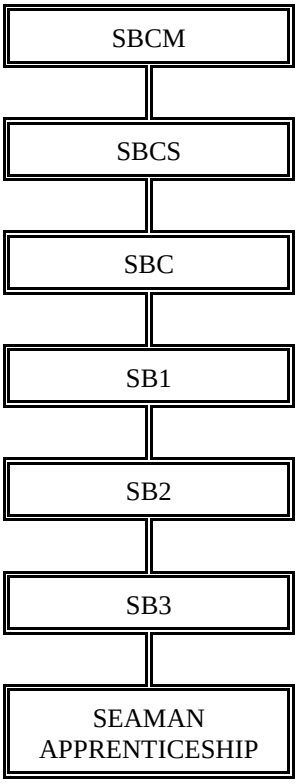
SCOPE OF RATING

Special Warfare Boat Operators (SB) conduct maritime Special Operations in open ocean, littoral, and riverine environments; provide maritime insertion and extraction of Special Operations Forces (SOF) and others; possess unique skills in the operation, maintenance, and repair of specially configured combatant/nonstandard craft; operate and maintain small arms and crew-served weapons, tactical communications equipment, Unmanned Aerial System (UAS)/Unmanned Underwater Vehicle (UUV), and use air delivery techniques to insert combatant craft. Other skills include small boat tactics, tactical ground mobility, call for fires, trauma care, intelligence gathering, interpretation, and chemical/biological/radiological/nuclear defense measures.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 15.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN articles 1220-100, 1220-340, and 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Special Warfare Combatant-Craft Crewman Basic 001775

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	SPEC WARFARE COMBAT BASIC	SWCC BASIC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	SB	NEC 5352

Job Description

Special Warfare Combatant-Craft Crewmen Basic perform a multitude of duties during Special Operations missions; require skills to operate and maintain small arms and crew-served weapons, engineering systems, tactical communications equipment, Unmanned Aerial System (UAS)/Unmanned Underwater Vehicle (UUV), use air delivery techniques, tactical medicine, joint and combined operations, perform Nuclear, Biological, Chemical, and Radiological Defense (NBCRD), intelligence gathering, and interpret foreign language communications; and are experts in maritime operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Special Forces	101100	Mates-Ship, Boat, and Barge	53-5021.02	Transportation and Material Moving

Skills	Abilities
Monitoring	*Information Ordering*
Coordination	*Memorization*
Operation and Control	*Problem Sensitivity*
Critical Thinking	*Written Comprehension*
Reading Comprehension	*Multi-limb Coordination*
Troubleshooting	*Inductive Reasoning*
Equipment Selection	*Oral Expression*
Equipment Maintenance	*Deductive Reasoning*
Operation Monitoring	*Gross Body Coordination*
Repairing	*Selective Attention*

AIR INSERTION AND EXTRACTION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct cargo and equipment insertion operations
E4	CORE	Conduct cast operations
E4	CORE	Conduct fast rope operations
E5	CORE	Conduct maritime egress operations (e.g. helo, parachute, etc.)
E4	CORE	Conduct rappelling operations
E4	CORE	Conduct Special Purpose Insertion Extraction (SPIE) operations
E4	CORE	Employ Maritime External Air Transportation System (MEATS)/ External Air Transportation System (EATS) Tactics, Techniques, and Procedures (TTP)
E4	CORE	Insert via free-fall parachute operations
E4	CORE	Insert via static-line parachute operations
E4	CORE	Pack parachutes
E5	CORE	Perform combatant craft air deployments

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer initial treatment for Chemical, Biological, Radiological, and Nuclear (CBRN) injuries
E4	CORE	Decontaminate Chemical, Biological, Radiological, and Nuclear (CBRN) affected personnel and equipment
E4	CORE	Deliver protective measures for Chemical, Biological, Radiological, and Nuclear (CBRN) response

CLASSIFIED MATERIAL CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E4	CORE	Destroy classified materials
E4	CORE	Inventory classified materials
E4	CORE	Store classified materials
E4	CORE	Transfer classified materials
E5	CORE	Transfer electronic keying materials via Over the Air Transfers (OTAT) and Over the Air Rekeys (OTAR)
E4	CORE	Transfer physical Communication Security (COMSEC) material from the Electronic Key Management Systems (EKMS)

ENGINEERING EVOLUTIONS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain combatant craft trailers
E4	CORE	Maintain combatant/Nonstandard Maritime (NSM) crafts
E4	CORE	Maintain engineering systems
E4	CORE	Maintain outboard motors
E4	CORE	Refuel Naval Special Warfare (NSW) platforms
E4	CORE	Respond to combatant/Nonstandard Maritime (NSM) craft casualties (e.g. fire, flooding, loss of steering, etc.)

INTELLIGENCE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Collect intelligence information
E4	CORE	Control detained individuals
E4	CORE	Maintain tactical intelligence equipment
E4	CORE	Observe contacts (e.g. surface, subsurface, air, etc.)
E4	CORE	Report contacts (e.g. surface, sub surface, air, etc.)
E4	CORE	Report intelligence information
E4	CORE	Verify theatre Order of Battle (OOB)

LAND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct land navigations
E4	CORE	Employ basic ground skills techniques
E4	CORE	Employ Survival, Evasion, Resistance, and Escape (SERE) techniques

NAVAL SPECIAL WARFARE (NSW) CRAFT MOBILITY EVOLUTIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct armed convoys
E4	CORE	Conduct ground mobility
E4	CORE	Disembark Naval Special Warfare (NSW) crafts on Afloat Forward Staging Bases (AFSB)
E4	CORE	Embark Naval Special Warfare (NSW) crafts on Afloat Forward Staging Bases (AFSB)
E4	CORE	Prepare combatant craft onloads/offloads for aircraft transport
E4	CORE	Transport personnel/equipment

NAVAL SPECIAL WARFARE (NSW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Combat enemy forces
E4	CORE	Conduct Naval Special Warfare (NSW) logistic operations
E4	CORE	Conduct operational briefs (e.g. navigational, medical, communications, etc.)
E4	CORE	Develop mission planning briefs
E5	CORE	Develop safety briefs
E4	CORE	Employ camouflage, cover, and concealment procedures
E4	CORE	Employ combative techniques
E4	CORE	Employ personal operational equipment
E5	CORE	Instruct foreign forces
E4	CORE	Maintain personal equipment
E5	CORE	Set up mission support sites
E6	CORE	Supervise combative techniques
E5	NON-CORE	Support Information Operations (IO)
E5	CORE	Support Special Reconnaissance (SR)
E5	CORE	Support Unmanned Aerial System (UAS) platforms
E5	CORE	Support Unmanned Underwater Vehicle (UUV)
E4	CORE	Verify Rules of Engagement (ROE)/Laws of Armed Conflict (LOAC)

NAVIGATION OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Calculate constant bearing and decreasing range of combatant craft to avoid collisions
E4	CORE	Calculate latitude and longitude from plotted position
E4	CORE	Calculate relative bearing
E4	CORE	Calculate set and drift
E4	CORE	Compute combatant/Nonstandard Maritime (NSM) crafts position using electronic navigation equipment
E4	CORE	Correct nautical charts
E4	CORE	Maintain chart maintenance inventories
E4	CORE	Plot dead reckoning tracks
E4	CORE	Plot tracks on charts

ORDNANCE/DEMOLITION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct weapons qualifications (i.e. small arms, crew served, Precision Guided Munition (PGM), etc.)
E4	CORE	Deploy pyrotechnics/signaling devices
E4	CORE	Employ weapons systems and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E4	CORE	Inventory weapons and ancillary equipment (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Maintain ammunition records
E4	CORE	Maintain fields of fire
E4	CORE	Maintain weapon mounts
E4	CORE	Maintain weapons and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Requisition ordnance
E5	CORE	Transport ordnance (e.g. CONUS, OCONUS, etc.)

SMALL BOAT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Anchor combatant/Nonstandard Maritime (NSM) crafts
E5	CORE	Conduct combatant/Nonstandard Maritime (NSM) crafts station keeping
E4	CORE	Coxswain small boats
E4	CORE	Employ combatant craft/Nonstandard Maritime (NSM) safety equipment
E4	CORE	Employ small boat support equipment
E4	CORE	Maintain small boat support equipment
E4	CORE	Recover man overboard
E4	CORE	Tow combatant/Nonstandard Maritime (NSM) crafts

TACTICAL COMMUNICATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct call for fire procedures
E4	CORE	Conduct communications equipment security evolutions
E4	CORE	Establish communications
E4	CORE	Maintain communications equipment
E4	CORE	Perform Naval Special Warfare (NSW) non-verbal communication
E5	CORE	Verify Communications Electronic Operating Instructions (CEOI)

TACTICAL MEDICINE

Paygrade	Task Type	Task Statements
E4	CORE	Employ first aid kits and equipment
E4	CORE	Maintain first aid kits and equipment
E4	CORE	Perform Tactical Combat Casualty Care (TCCC)

Job Title **Job Code**

Special Warfare Combatant-Craft Crewman Senior 001782

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	SPEC WARFARE COMBAT SENIOR	SWCC SENIOR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	SB	NEC 5352

Job Description

Special Warfare Combatant-Craft Crewmen Senior are responsible for their craft, their crew, any embarked personnel, and the safe navigation of their craft during special operations missions; supervise and direct the actions of their boat crews, including maintaining and operating the craft and its engineering, navigation, weapons, and tactical communications systems; plan and coordinate missions and conduct joint and combined operations; have positional authority over all persons embarked on their craft in accordance with Navy Regulations (Article 1033); and possess weapons release authority.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Special Forces	101100	Ship and Boat Captains	53-5021.01	Transportation and Material Moving

Skills	Abilities
Monitoring	*Problem Sensitivity*
Operation and Control	*Information Ordering*
Coordination	*Memorization*
Critical Thinking	*Inductive Reasoning*
Reading Comprehension	*Written Comprehension*
Equipment Selection	*Oral Expression*
Troubleshooting	*Deductive Reasoning*
Active Listening	*Control Precision*
Operation Monitoring	*Multi-limb Coordination*
Speaking	*Selective Attention*

AIR INSERTION AND EXTRACTION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct cargo and equipment insertion operations
E4	CORE	Conduct cast operations
E4	CORE	Conduct fast rope operations
E5	CORE	Conduct maritime egress operations (e.g. helo, parachute, etc.)
E4	CORE	Conduct rappelling operations
E4	CORE	Conduct Special Purpose Insertion Extraction (SPIE) operations
E4	CORE	Employ Maritime External Air Transportation System (MEATS)/ External Air Transportation System (EATS) Tactics, Techniques, and Procedures (TTP)
E4	CORE	Insert via free-fall parachute operations
E4	CORE	Insert via static-line parachute operations
E4	CORE	Pack parachutes
E5	CORE	Perform combatant craft air deployments
E6	CORE	Supervise cargo and equipment insertion operations
E5	CORE	Supervise cast operations
E6	CORE	Supervise combatant craft for air deployments
E5	CORE	Supervise fast rope operations
E5	CORE	Supervise free-fall parachute operations
E5	CORE	Supervise land and water drop zone operations

E6	CORE	Supervise Maritime External Air Transportation System (MEATS)/External Air Transportation System (EATS) operations
E6	CORE	Supervise rappelling operations
E6	CORE	Supervise Special Purpose Insertion Extraction (SPIE) operations
E6	CORE	Supervise static-line parachuting operations

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer initial treatment for Chemical, Biological, Radiological, and Nuclear (CBRN) injuries
E4	CORE	Decontaminate Chemical, Biological, Radiological, and Nuclear (CBRN) affected personnel and equipment
E4	CORE	Deliver protective measures for Chemical, Biological, Radiological, and Nuclear (CBRN) response
E6	CORE	Supervise Chemical, Biological, Radiological, and Nuclear (CBRN) monitoring operations

CLASSIFIED MATERIAL CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E4	CORE	Destroy classified materials
E4	CORE	Inventory classified materials
E4	CORE	Store classified materials
E4	CORE	Transfer classified materials
E5	CORE	Transfer electronic keying materials via Over the Air Transfers (OTAT) and Over the Air Rekeys (OTAR)
E4	CORE	Transfer physical Communication Security (COMSEC) material from the Electronic Key Management Systems (EKMS)

ENGINEERING EVOLUTIONS

Paygrade	Task Type	Task Statements
E7	CORE	Direct combatant/Nonstandard Maritime (NSM) craft casualties responses (e.g. fire, flooding, loss of steering, etc.)
E4	CORE	Maintain combatant craft trailers
E4	CORE	Maintain combatant/Nonstandard Maritime (NSM) crafts
E4	CORE	Maintain engineering systems
E4	CORE	Maintain outboard motors
E4	CORE	Refuel Naval Special Warfare (NSW) platforms
E4	CORE	Respond to combatant/Nonstandard Maritime (NSM) craft casualties (e.g. fire, flooding, loss of steering, etc.)
E6	CORE	Supervise combatant/Nonstandard Maritime (NSM) craft casualties responses (e.g. fire, flooding, loss of steering, etc.)
E6	CORE	Supervise combatant/Nonstandard Maritime (NSM) craft engineering system repairs
E6	CORE	Supervise combatant/Nonstandard Maritime (NSM) trailer repairs

E6	CORE	Supervise refueling
E6	CORE	Verify engineering reports

INTELLIGENCE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Collect intelligence information
E4	CORE	Control detained individuals
E4	CORE	Maintain tactical intelligence equipment
E4	CORE	Observe contacts (e.g. surface, subsurface, air, etc.)
E4	CORE	Report contacts (e.g. surface, sub surface, air, etc.)
E4	CORE	Report intelligence information
E6	CORE	Supervise collection of classified information
E6	CORE	Verify Primary Intelligence Reports (PIR)/Navy Action Items (NAI)
E6	CORE	Verify tactical, operational, and strategic intelligence
E4	CORE	Verify theatre Order of Battle (OOB)

LAND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct land navigations
E7	CORE	Coordinate personnel recovery operations
E4	CORE	Employ basic ground skills techniques
E4	CORE	Employ Survival, Evasion, Resistance, and Escape (SERE) techniques
E7	CORE	Supervise basic ground skills techniques
E6	CORE	Supervise land navigations

NAVAL SPECIAL WARFARE (NSW) CRAFT MOBILITY EVOLUTIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct armed convoys
E4	CORE	Conduct ground mobility
E4	CORE	Disembark Naval Special Warfare (NSW) crafts on Afloat Forward Staging Bases (AFSB)
E4	CORE	Embark Naval Special Warfare (NSW) crafts on Afloat Forward Staging Bases (AFSB)
E4	CORE	Launch combatant/Nonstandard Maritime (NSM) crafts
E4	CORE	Prepare combatant craft onloads/offloads for aircraft transport
E6	CORE	Supervise combatant craft onloads/offloads for aircraft transport
E6	CORE	Supervise embark/disembark of Naval Special Warfare (NSW) craft on Afloat Forward Staging Bases (AFSB)
E6	CORE	Supervise personnel/equipment transport
E4	CORE	Transport personnel/equipment

NAVAL SPECIAL WARFARE (NSW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Combat enemy forces
E4	CORE	Conduct Naval Special Warfare (NSW) logistic operations
E4	CORE	Conduct operational briefs (e.g. navigational, medical, communications, etc.)
E7	CORE	Conduct site surveys
E5	CORE	Conduct Special Operations (SO) technology and equipment research
E4	CORE	Develop mission planning briefs
E7	CORE	Develop Naval Special Warfare (NSW) Tactics, Techniques, and Procedures (TTP)
E5	CORE	Develop safety briefs
E4	CORE	Employ camouflage, cover, and concealment procedures
E4	CORE	Employ combative techniques
E4	CORE	Employ personal operational equipment
E5	CORE	Instruct foreign forces
E6	CORE	Instruct Naval Special Warfare (NSW) operations (e.g. air operations, navigation operations, etc.)
E4	CORE	Maintain personal equipment
E6	CORE	Plan Naval Special Warfare (NSW) operations
E6	CORE	Prepare mission plans
E6	CORE	Prepare operational reports (e.g. pre, post)
E5	CORE	Set up mission support sites
E6	CORE	Supervise camouflage, cover, and concealment procedures
E6	CORE	Supervise combative techniques
E6	CORE	Supervise Naval Special Warfare (NSW) logistics operations
E6	CORE	Supervise Naval Special Warfare (NSW) operations
E6	CORE	Supervise Special Operations Forces (SOF) extractions/insertions
E6	CORE	Supervise Unmanned Aerial System (UAS) missions
E6	CORE	Supervise Unmanned Underwater Vehicle (UUV) missions
E5	NON-CORE	Support Information Operations (IO)
E5	CORE	Support Special Reconnaissance (SR)
E5	CORE	Support Unmanned Aerial System (UAS) platforms
E5	CORE	Support Unmanned Underwater Vehicle (UUV)
E6	CORE	Track Naval Special Warfare (NSW) forces movements
E7	CORE	Update Naval Special Warfare (NSW) Tactics, Techniques, and Procedures (TTP)
E7	CORE	Verify Critical Command Intelligence Requirements (CCIR)
E6	CORE	Verify equipment inventories
E4	CORE	Verify Rules of Engagement (ROE)/Laws of Armed Conflict (LOAC)

NAVIGATION OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Calculate constant bearing and decreasing range of combatant craft to avoid collision
E4	CORE	Calculate latitude and longitude from plotted position
E4	CORE	Calculate relative bearing
E4	CORE	Calculate set and drift
E4	CORE	Compute combatant/Nonstandard Maritime (NSM) crafts position using electronic navigation equipment
E4	CORE	Correct nautical charts
E4	CORE	Maintain chart maintenance inventories
E4	CORE	Plot dead reckoning tracks
E4	CORE	Plot tracks on charts
E6	CORE	Verify nautical chart corrections

ORDNANCE/DEMOLITION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct weapons qualifications (i.e. small arms, crew served, Precision Guided Munition (PGM), etc.)
E4	CORE	Deploy pyrotechnics/signaling devices
E6	CORE	Designate fields of fire
E7	CORE	Direct weapons employment
E4	CORE	Employ weapons systems and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E4	CORE	Inventory weapons and ancillary equipment (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Maintain ammunition records
E4	CORE	Maintain fields of fire
E4	CORE	Maintain weapon mounts
E4	CORE	Maintain weapons and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Requisition ordnance
E6	CORE	Supervise weapons employment
E6	CORE	Supervise weapons qualifications (crew served, small arms, Precision Guided Munition (PGM), etc.)
E6	CORE	Supervise weapons range operations (e.g. static, dynamic, crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Supervise weapons systems and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E6	CORE	Transfer custody of weapons and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Transport ordnance (e.g. CONUS, OCONUS, etc.)

SMALL BOAT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Anchor combatant/Nonstandard Maritime (NSM) crafts
E5	CORE	Conduct combatant/Nonstandard Maritime (NSM) crafts station keeping
E5	CORE	Conduct rendezvous at sea
E4	CORE	Coxswain small boats
E6	CORE	Direct boat crews
E4	CORE	Employ combatant craft/Nonstandard Maritime (NSM) safety equipment
E4	CORE	Employ small boat support equipment
E4	CORE	Maintain small boat support equipment
E4	CORE	Recover combatant/Nonstandard Maritime (NSM) crafts
E4	CORE	Recover man overboard
E6	CORE	Supervise small boat operations
E6	CORE	Supervise towing/anchoring of combatant/Nonstandard Maritime (NSM) crafts
E4	CORE	Tow combatant/Nonstandard Maritime (NSM) crafts

TACTICAL COMMUNICATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct call for fire procedures
E4	CORE	Conduct communications equipment security evolutions
E6	CORE	Direct Naval Gunfire Support (NGFS) employments
E4	CORE	Establish communications
E4	CORE	Maintain communications equipment
E4	CORE	Perform Naval Special Warfare (NSW) non-verbal communication
E5	CORE	Verify Communications Electronic Operating Instructions (CEOI)

TACTICAL MEDICINE

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate Casualty Evacuation (CASEVAC)/Medical Evacuations (MEDEVAC)
E6	CORE	Develop Casualty Evacuation (CASEVAC)/Medical Evacuation (MEDEVAC) plans
E4	CORE	Employ first aid kits and equipment
E4	CORE	Maintain first aid kits and equipment
E4	CORE	Perform Tactical Combat Casualty Care (TCCC)

Job Title **Job Code**

Special Warfare Combatant-Craft Crewman Master 001787

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	SPEC WARFARE COMBAT MASTER	SWCC MASTER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	SB	NEC 5352

Job Description

Special Warfare Combatant-Craft Crewmen Master are responsible for all troop/detachment craft, crewmen, and embarked personnel as well as the safe navigation of the detachment during Special Operations; accountable for all detachment weapons, ammunition, and cryptographic material; plan and coordinate missions and conduct joint and combined operations; brief troop/detachment and embarked personnel prior to getting underway and direct tactical patrols; have positional authority over all persons embarked on the detachment craft in accordance with Navy Regulations (Article 1033); and possess weapons release authority.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Special Forces	101100	Ship and Boat Captains	53-5021.01	Transportation and Material Moving

Skills	Abilities
Monitoring	*Problem Sensitivity*
Operation and Control	*Inductive Reasoning*
Coordination	*Information Ordering*
Critical Thinking	*Memorization*
Reading Comprehension	*Written Comprehension*
Equipment Selection	*Deductive Reasoning*
Troubleshooting	*Oral Expression*
Management of Material Resources	*Selective Attention*
Active Listening	*Control Precision*
Operation Monitoring	*Multi-limb Coordination*

AIR INSERTION AND EXTRACTION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct cargo and equipment insertion operations
E4	CORE	Conduct cast operations
E4	CORE	Conduct fast rope operations
E5	CORE	Conduct maritime egress operations (e.g. helo, parachute, etc.)
E4	CORE	Conduct rappelling operations
E4	CORE	Conduct Special Purpose Insertion Extraction (SPIE) operations
E4	CORE	Employ Maritime External Air Transportation System (MEATS)/ External Air Transportation System (EATS) Tactics, Techniques, and Procedures (TTP)
E4	CORE	Insert via free-fall parachute operations
E4	CORE	Insert via static-line parachute operations
E4	CORE	Pack parachutes
E5	CORE	Perform combatant craft air deployments
E6	CORE	Supervise cargo and equipment insertion operations
E5	CORE	Supervise cast operations
E6	CORE	Supervise combatant craft for air deployments
E5	CORE	Supervise fast rope operations
E5	CORE	Supervise free-fall parachute operations
E5	CORE	Supervise land and water drop zone operations

E6	CORE	Supervise Maritime External Air Transportation System (MEATS)/External Air Transportation System (EATS) operations
E6	CORE	Supervise rappelling operations
E6	CORE	Supervise Special Purpose Insertion Extraction (SPIE) operations
E6	CORE	Supervise static-line parachuting operations

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer initial treatment for Chemical, Biological, Radiological, and Nuclear (CBRN) injuries
E4	CORE	Decontaminate Chemical, Biological, Radiological, and Nuclear (CBRN) affected personnel and equipment
E4	CORE	Deliver protective measures for Chemical, Biological, Radiological, and Nuclear (CBRN) response
E7	CORE	Manage Chemical, Biological, Radiological, and Nuclear (CBRN) casualties
E6	CORE	Supervise Chemical, Biological, Radiological, and Nuclear (CBRN) monitoring operations

CLASSIFIED MATERIAL CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E4	CORE	Destroy classified materials
E4	CORE	Inventory classified materials
E4	CORE	Store classified materials
E4	CORE	Transfer classified materials
E5	CORE	Transfer electronic keying materials via Over the Air Transfers (OTAT) and Over the Air Rekeys (OTAR)
E4	CORE	Transfer physical Communication Security (COMSEC) material from the Electronic Key Management Systems (EKMS)

ENGINEERING EVOLUTIONS

Paygrade	Task Type	Task Statements
E7	CORE	Direct combatant/Nonstandard Maritime (NSM) craft casualties responses (e.g. fire, flooding, loss of steering, etc.)
E4	CORE	Maintain combatant craft trailers
E4	CORE	Maintain combatant/Nonstandard Maritime (NSM) crafts
E4	CORE	Maintain engineering systems
E4	CORE	Maintain outboard motors
E4	CORE	Refuel Naval Special Warfare (NSW) platforms
E4	CORE	Respond to combatant/Nonstandard Maritime (NSM) craft casualties (e.g. fire, flooding, loss of steering, etc.)
E6	CORE	Supervise combatant/Nonstandard Maritime (NSM) craft casualties responses (e.g. fire, flooding, loss of steering, etc.)
E6	CORE	Supervise combatant/Nonstandard Maritime (NSM) craft engineering system repairs

E6	CORE	Supervise combatant/Nonstandard Maritime (NSM) trailer repairs
E6	CORE	Supervise refueling
E7	CORE	Validate engineering reports
E6	CORE	Verify engineering reports

INTELLIGENCE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Collect intelligence information
E4	CORE	Control detained individuals
E4	CORE	Maintain tactical intelligence equipment
E4	CORE	Observe contacts (e.g. surface, subsurface, air, etc.)
E4	CORE	Report contacts (e.g. surface, sub surface, air, etc.)
E4	CORE	Report intelligence information
E6	CORE	Supervise collection of classified information
E7	CORE	Validate intelligence debriefs
E6	CORE	Verify Primary Intelligence Reports (PIR)/Navy Action Items (NAI)
E6	CORE	Verify tactical, operational, and strategic intelligence
E4	CORE	Verify theatre Order of Battle (OOB)

LAND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct land navigations
E7	CORE	Coordinate personnel recovery operations
E4	CORE	Employ basic ground skills techniques
E4	CORE	Employ Survival, Evasion, Resistance, and Escape (SERE) techniques
E7	CORE	Supervise basic ground skills techniques
E6	CORE	Supervise land navigations

NAVAL SPECIAL WARFARE (NSW) CRAFT MOBILITY EVOLUTIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct armed convoys
E4	CORE	Conduct ground mobility
E4	CORE	Disembark Naval Special Warfare (NSW) crafts on Afloat Forward Staging Bases (AFSB)
E4	CORE	Embark Naval Special Warfare (NSW) crafts on Afloat Forward Staging Bases (AFSB)
E4	CORE	Launch combatant/Nonstandard Maritime (NSM) crafts
E7	CORE	Manage Naval Special Warfare (NSW) combatant crafts mobility procedures
E4	CORE	Prepare combatant craft onloads/offloads for aircraft transport
E6	CORE	Supervise combatant craft onloads/offloads for aircraft transport
E6	CORE	Supervise embark/disembark of Naval Special Warfare (NSW) craft on Afloat Forward Staging Bases (AFSB)
E6	CORE	Supervise personnel/equipment transport
E4	CORE	Transport personnel/equipment

NAVAL SPECIAL WARFARE (NSW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Combat enemy forces
E4	CORE	Conduct Naval Special Warfare (NSW) logistic operations
E4	CORE	Conduct operational briefs (e.g. navigational, medical, communications, etc.)
E7	CORE	Conduct site surveys
E5	CORE	Conduct Special Operations (SO) technology and equipment research
E4	CORE	Develop mission planning briefs
E7	CORE	Develop Naval Special Warfare (NSW) Tactics, Techniques, and Procedures (TTP)
E5	CORE	Develop safety briefs
E7	CORE	Direct Special Operations Forces (SOF) extractions/insertions
E4	CORE	Employ camouflage, cover, and concealment procedures
E4	CORE	Employ combative techniques
E4	CORE	Employ personal operational equipment
E7	CORE	Evaluate Naval Special Warfare (NSW) mission readiness
E5	CORE	Instruct foreign forces
E6	CORE	Instruct Naval Special Warfare (NSW) operations (e.g. air operations, navigation operations, etc.)
E4	CORE	Maintain personal equipment
E7	CORE	Manage camouflage, cover, and concealment procedures
E7	CORE	Manage Naval Special Warfare (NSW) logistics
E7	CORE	Manage Naval Special Warfare (NSW) operations
E7	CORE	Manage Special Reconnaissance (SR) operations
E7	CORE	Manage Special Warfare Boat Operator (SB) resources
E7	CORE	Manage Unmanned Aerial System (UAS) missions
E7	CORE	Manage Unmanned Underwater Vehicle (UUV) missions
E6	CORE	Plan Naval Special Warfare (NSW) operations
E6	CORE	Prepare mission plans
E6	CORE	Prepare operational reports (e.g. pre, post)
E5	CORE	Set up mission support sites
E6	CORE	Supervise camouflage, cover, and concealment procedures
E6	CORE	Supervise combative techniques
E6	CORE	Supervise Naval Special Warfare (NSW) logistics operations
E6	CORE	Supervise Naval Special Warfare (NSW) operations
E6	CORE	Supervise Special Operations Forces (SOF) extractions/insertions
E6	CORE	Supervise Unmanned Aerial System (UAS) missions
E6	CORE	Supervise Unmanned Underwater Vehicle (UUV) missions
E5	NON-CORE	Support Information Operations (IO)

Paygrade	Task Type	Task Statements
E5	CORE	Support Special Reconnaissance (SR)
E5	CORE	Support Unmanned Aerial System (UAS) platforms
E5	CORE	Support Unmanned Underwater Vehicle (UUV)
E6	CORE	Track Naval Special Warfare (NSW) forces movements
E7	CORE	Update Naval Special Warfare (NSW) Tactics, Techniques, and Procedures (TTP)
E7	CORE	Verify Critical Command Intelligence Requirements (CCIR)
E6	CORE	Verify equipment inventories
E4	CORE	Verify Rules of Engagement (ROE)/Laws of Armed Conflict (LOAC)

NAVIGATION OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Calculate constant bearing and decreasing range of combatant craft to avoid collisions
E4	CORE	Calculate latitude and longitude from plotted position
E4	CORE	Calculate relative bearing
E4	CORE	Calculate set and drift
E4	CORE	Compute combatant/Nonstandard Maritime (NSM) crafts position using electronic navigation equipment
E4	CORE	Correct nautical charts
E4	CORE	Maintain chart maintenance inventories
E4	CORE	Plot dead reckoning tracks
E4	CORE	Plot tracks on charts
E6	CORE	Verify nautical chart corrections

ORDNANCE/DEMOLITION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct weapons qualifications (i.e. small arms, crew served, Precision Guided Munition (PGM), etc.)
E4	CORE	Deploy pyrotechnics/signaling devices
E6	CORE	Designate fields of fire
E7	CORE	Direct weapons employment
E4	CORE	Employ weapons systems and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E4	CORE	Inventory weapons and ancillary equipment (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Maintain ammunition records
E4	CORE	Maintain fields of fire
E4	CORE	Maintain weapon mounts
E4	CORE	Maintain weapons and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Requisition ordnance

E6	CORE	Supervise weapons employment
E6	CORE	Supervise weapons qualifications (crew served, small arms, Precision Guided Munition (PGM), etc.)
E6	CORE	Supervise weapons range operations (e.g. static, dynamic, crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Supervise weapons systems and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E6	CORE	Transfer custody of weapons and ancillary gear (e.g. crew served, small arms, Precision Guided Munition (PGM), etc.)
E5	CORE	Transport ordnance (e.g. CONUS, OCONUS, etc.)

SMALL BOAT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Anchor combatant/Nonstandard Maritime (NSM) crafts
E5	CORE	Conduct combatant/Nonstandard Maritime (NSM) crafts station keeping
E5	CORE	Conduct rendezvous at sea
E4	CORE	Coxswain small boats
E6	CORE	Direct boat crews
E7	CORE	Direct combatant/Nonstandard Maritime (NSM) craft detachments
E4	CORE	Employ combatant craft/Nonstandard Maritime (NSM) safety equipment
E4	CORE	Employ small boat support equipment
E4	CORE	Maintain small boat support equipment
E4	CORE	Recover combatant/Nonstandard Maritime (NSM) crafts
E4	CORE	Recover man overboard
E6	CORE	Supervise small boat operations
E6	CORE	Supervise towing/anchoring of combatant/Nonstandard Maritime (NSM) crafts
E4	CORE	Tow combatant/Nonstandard Maritime (NSM) crafts

TACTICAL COMMUNICATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct call for fire procedures
E4	CORE	Conduct communications equipment security evolutions
E6	CORE	Direct Naval Gunfire Support (NGFS) employments
E4	CORE	Establish communications
E4	CORE	Maintain communications equipment
E4	CORE	Perform Naval Special Warfare (NSW) non-verbal communication
E5	CORE	Verify Communications Electronic Operating Instructions (CEOI)

TACTICAL MEDICINE

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate Casualty Evacuation (CASEVAC)/Medical Evacuations (MEDEVAC)
E6	CORE	Develop Casualty Evacuation (CASEVAC)/Medical Evacuation (MEDEVAC) plans

E4	CORE	Employ first aid kits and equipment
E4	CORE	Maintain first aid kits and equipment
E4	CORE	Perform Tactical Combat Casualty Care (TCCC)

CHAPTER 16

BUILDER
(BU)

NAVPERS 18068-16E
CH-65

Updated: January 2016

Enclosure (1)

TABLE OF CONTENTS
BUILDER (BU)

SCOPE OF RATING	BU-3
GENERAL INFORMATION	BU-4
BUILDER	BU-5
CARPENTRY	BU-5
CONCRETE CONSTRUCTION	BU-5
CONSTRUCTION MANAGEMENT	BU-6
EXTERIOR FINISHES AND MOISTURE PROTECTION	BU-7
FINISHES	BU-7
HEAVY CONSTRUCTION	BU-7
MASONRY CONSTRUCTION	BU-7
SEABEE COMMON CORE	BU-7
SPECIAL CONSTRUCTION	BU-8
UNDERWATER CONSTRUCTION	BU-8

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

BUILDER (BU)

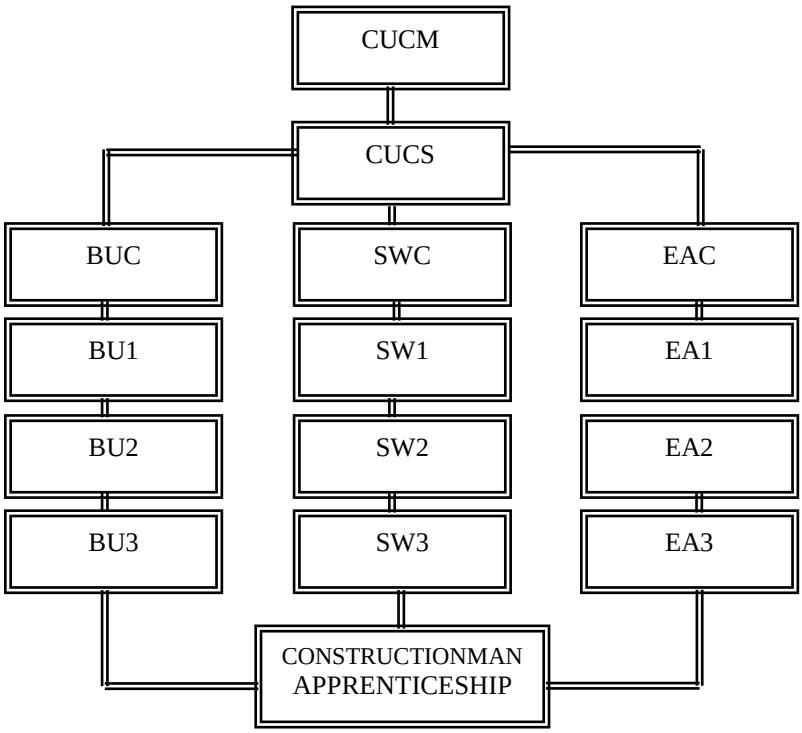
SCOPE OF RATING

Builders (BU) build and repair wood, concrete and masonry structures; perform rough and finished carpentry and masonry; install sheet rock, paneling, ceramic tile, millwork, trim, and perform paint and preservation; build forms; mix, place, and finish concrete for various types of projects; operate and maintain carpentry and cabinet making shops; build and repair waterfront structures; make estimates for material and labor for construction projects; maintain individual combat readiness; and perform tasks required in combat and disaster preparedness or recovery operations.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 16.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title
Builder

Job Code
002594

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Construction and Extraction	TBD	BUILDER	BUILDER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	BU	All NEC's listed as the Rating Source.

Job Description
Builders build and repair wood, concrete and masonry structures; perform rough and finished carpentry and masonry; install sheet rock, paneling, ceramic tile, millwork, trim, and perform paint and preservation; build forms; mix, place, and finish concrete; operate and maintain carpentry and cabinet making shops; build and repair waterfront structures; make estimates for material and labor for construction projects; and prepare construction projects progress reports, time records, construction schedules and material, labor, tool and equipment estimates. As project managers, they plan, staff, direct, and control multiple construction projects to include problem solving, planning, estimating, scheduling, cost control and personnel management ensuring compliance with specifications, code requirements, plans, and contracts; and act as project supervisors and trainers for junior personnel.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Construction, General	171000	Brickmasons and Blockmasons	47-2021.00	Construction and Extraction

Skills	Abilities
Equipment Selection	*Manual Dexterity*
Critical Thinking	*Deductive Reasoning*
Management of Personnel Resources	*Information Ordering*
Management of Material Resources	*Oral Expression*
Operation and Control	*Visualization*
Complex Problem Solving	*Control Precision*
Installation	*Problem Sensitivity*
Coordination	*Reaction Time*
Operation Monitoring	*Fluency of Ideas*
Active Listening	*Response Orientation*

CARPENTRY

Paygrade	Task Type	Task Statements
E5	CORE	Fabricate finish carpentry
E4	CORE	Fabricate metal framing structures
E5	CORE	Fabricate millwork products
E4	CORE	Fabricate rough carpentry
E6	CORE	Manage carpentry shop operations
E5	CORE	Supervise carpentry construction operations
E5	CORE	Supervise carpentry shop operations

CONCRETE CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	CORE	Assemble pre-cast concrete structures
E4	CORE	Construct concrete forms
E5	CORE	Construct overhead and column forms
E5	CORE	Establish building lines and elevations
E4	CORE	Finish concrete
E4	CORE	Install concrete forms
E5	CORE	Install embedments in form work
E4	CORE	Install reinforcing steel
E7	CORE	Manage concrete operations

E4	CORE	Mix concrete
E4	CORE	Place concrete
E5	CORE	Supervise concrete mixing operations
E5	CORE	Supervise concrete operations

CONSTRUCTION MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct three-phase quality control inspections
E4	CORE	Develop construction activity estimates
E5	CORE	Develop construction environmental protection plans
E5	CORE	Develop construction project packages
E5	CORE	Develop construction safety plans
E4	CORE	Develop construction sketches and diagrams
E5	CORE	Develop project three-phase quality control plans
E5	CORE	Establish construction site layouts
E4	CORE	Inspect construction materials
E6	CORE	Inspect construction projects
E4	NON-CORE	Interpret construction drawings and specifications
E4	CORE	Inventory project tools and materials
E5	CORE	Lead construction projects
E5	CORE	Maintain construction project resources
E5	CORE	Maintain facilities
E7	NON-CORE	Manage camp maintenance operations
E7	CORE	Manage construction environmental protection programs
E6	CORE	Manage construction project resources
E7	CORE	Manage construction projects
E7	CORE	Manage construction safety programs
E7	CORE	Manage facilities maintenance programs
E6	NON-CORE	Manage maintenance contracts
E7	CORE	Manage project quality control programs
E7	CORE	Manage three-phase quality control programs
E6	NON-CORE	Monitor construction project contracts
E5	CORE	Supervise construction project safety operations
E6	CORE	Supervise construction projects
E6	CORE	Supervise construction safety operations
E6	CORE	Supervise environmental protection programs
E6	CORE	Supervise facilities maintenance programs
E6	CORE	Supervise planning and estimating operations
E5	CORE	Supervise project three-phase quality control programs
E5	CORE	Turnover construction projects
E5	NON-CORE	Validate project surveys and elevation data

EXTERIOR FINISHES AND MOISTURE PROTECTION

Paygrade	Task Type	Task Statements
E4	CORE	Install building insulation materials
E4	CORE	Install exterior doors and hardware
E5	CORE	Install exterior wall coverings
E5	CORE	Install flashing
E5	CORE	Install roof specialties and accessories
E5	CORE	Install roofing systems
E4	CORE	Install windows and hardware
E4	CORE	Perform glazing

FINISHES

Paygrade	Task Type	Task Statements
E4	CORE	Apply paints and primers
E4	CORE	Finish drywall
E4	CORE	Install acoustical treatments
E4	CORE	Install building fixtures and hardware accessories
E4	CORE	Install drywall
E4	CORE	Install flooring materials
E4	CORE	Install interior doors and hardware
E4	CORE	Install wall coverings
E5	NON-CORE	Perform locksmith operations
E5	CORE	Supervise installation of finish materials

HEAVY CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	CORE	Construct heavy timber structures
E6	NON-CORE	Direct pile driving construction
E5	CORE	Erect waterfront piers
E7	CORE	Manage heavy construction operations
E6	CORE	Supervise heavy construction projects

MASONRY CONSTRUCTION

Paygrade	Task Type	Task Statements
E4	CORE	Construct brick structures
E4	CORE	Construct concrete masonry unit structures
E5	CORE	Install masonry hardware
E7	CORE	Manage masonry construction operations
E4	CORE	Mix mortar
E6	CORE	Supervise masonry construction operations

SEABEE COMMON CORE

Paygrade	Task Type	Task Statements
E4	CORE	Apply combat life saving techniques
E4	CORE	Conduct Chemical, Biological, Radiological and Nuclear Explosive (CBRNE) defensive operations

E4	CORE	Conduct convoy operations
E4	CORE	Conduct Disaster Recovery Operations (DRO)
E4	CORE	Conduct embarkation and debarkation operations
E6	NON-CORE	Conduct Maritime Prepositioning Force (MPF) operations
E4	CORE	Conduct personal protection and decontamination operations
E4	CORE	Employ Advance Base Functional Component (ABFC) systems
E4	CORE	Employ grenades, mines, and pyrotechnics
E4	CORE	Employ land survival techniques
E4	NON-CORE	Maintain crew-served weapons
E4	CORE	Maintain field communications equipment
E4	CORE	Maintain Personal Gear Issue (PGI)
E4	CORE	Maintain small arms
E4	NON-CORE	Operate crew-served weapons
E4	CORE	Operate field communications equipment
E4	CORE	Operate small arms
E4	CORE	Patrol assigned areas
E7	CORE	Perform command and control of a company
E4	CORE	Perform command and control of a fire team
E6	CORE	Perform command and control of a platoon
E5	CORE	Perform command and control of a squad
E7	NON-CORE	Plan convoy operations
E4	CORE	Repair damaged airfields
E4	CORE	Set tactical defenses
E7	NON-CORE	Supervise Airfield Damage Repair (ADR) operations

SPECIAL CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Construct non-standard bridging (gap crossing)
E5	CORE	Erect bridging systems
E5	CORE	Erect pre-engineered buildings
E5	CORE	Erect site fabricated structures
E5	CORE	Erect tension fabric structures
E7	NON-CORE	Manage assembly of special construction operations
E6	CORE	Supervise assembly of special construction operations

UNDERWATER CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct oceanographic surveys
E5	NON-CORE	Maintain diving equipment
E5	NON-CORE	Maintain diving support equipment
E7	NON-CORE	Manage demolition operations
E7	NON-CORE	Manage diving emergency procedures

E7	NON-CORE	Manage diving equipment maintenance
E7	NON-CORE	Manage diving support equipment maintenance
E7	NON-CORE	Manage light salvage operations
E7	NON-CORE	Manage Maritime Prepositioning Force (MPF) pre-offload operations
E7	NON-CORE	Manage Naval Sea Systems Command (NAVSEA) system certification programs
E7	NON-CORE	Manage oceanographic surveys
E7	NON-CORE	Manage Offshore Petroleum Distribution System (OPDS) operations
E7	NON-CORE	Manage Remote Operated Vehicle (ROV) operations
E7	NON-CORE	Manage small craft operations
E7	NON-CORE	Manage underwater construction operations
E5	NON-CORE	Perform coxswain duties
E5	NON-CORE	Perform demolition operations
E5	NON-CORE	Perform diving emergency procedures
E5	NON-CORE	Perform diving operations
E5	NON-CORE	Perform light salvage operations
E5	NON-CORE	Perform Maritime Prepositioning Force (MPF) pre-offload operations
E5	NON-CORE	Perform Offshore Petroleum Distribution System (OPDS) operations
E5	NON-CORE	Perform Remote Operated Vehicle (ROV) operations
E5	NON-CORE	Perform small craft operations
E5	NON-CORE	Perform underwater construction operations
E6	NON-CORE	Supervise demolition operations
E6	NON-CORE	Supervise diving emergency procedures
E6	NON-CORE	Supervise diving equipment maintenance
E6	NON-CORE	Supervise diving operations
E6	NON-CORE	Supervise diving support equipment maintenance
E6	NON-CORE	Supervise light salvage operations
E6	NON-CORE	Supervise Maritime Prepositioning Force (MPF) pre-offload operations
E6	NON-CORE	Supervise Naval Sea Systems Command (NAVSEA) system certification program
E6	NON-CORE	Supervise oceanographic surveys
E6	NON-CORE	Supervise Offshore Petroleum Distribution System (OPDS) operations
E6	NON-CORE	Supervise Remote Operated Vehicle (ROV) operations
E6	NON-CORE	Supervise small craft operations
E6	NON-CORE	Supervise underwater construction operations

CHAPTER 17

CONSTRUCTION ELECTRICIAN (CE)

NAVPERS 18068-17E
CH-65

Updated: January 2016

TABLE OF CONTENTS
CONSTRUCTION ELECTRICIAN (CE)

SCOPE OF RATING	CE-3
GENERAL INFORMATION	CE-4
CONSTRUCTION ELECTRICIAN	CE-5
CONSTRUCTION MANAGEMENT	CE-5
ELECTRICAL AND ELECTRONIC SYSTEM COMPONENTS	CE-6
INTERIOR AND EXTERIOR WIRING	CE-6
LIGHTING	CE-7
MOTORS AND CONTROLLERS	CE-7
POWER DISTRIBUTION	CE-8
SEABEE COMMON CORE	CE-9
UNDERWATER CONSTRUCTION	CE-9

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

CONSTRUCTION ELECTRICIAN (CE)

SCOPE OF RATING

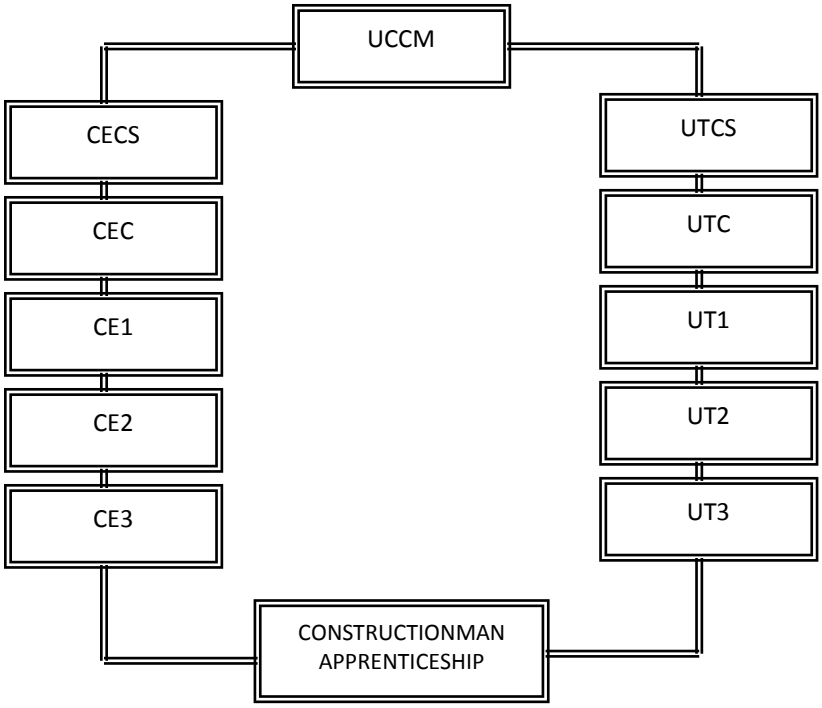
Construction Electricians (CE) install and repair interior/exterior wiring and overhead and underground primary and secondary distribution systems using conduit, raceways, and direct burial cable; set up, operate, and service power generation electrical equipment; climb poles and towers utilizing lineman equipment; install and service electrical equipment; maintain individual combat readiness, and perform tasks required in combat and disaster preparedness or recovery operations.

.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 17.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Construction Electricians 002599

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	CONSTRUCTION ELECTRICIAN	CONSTRUCT ELEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CE	All NEC's listed as the Rating Source.

Job Description

Construction Electricians interpret electrical plans and specifications, install and repair interior/exterior wiring and overhead and underground primary and secondary distribution systems using conduit, raceways, and direct burial cable; setup, operate, and service electrical equipment; climb poles and towers utilizing lineman equipment; install and service electrical equipment (i.e., transformers, switching equipment, protective devices, motors and controllers, electrical systems, portable generators and distribution systems, telephone/communication systems, security and portable lighting systems); As project managers, CEs plan, staff, direct, and control multiple construction projects to include problem solving, planning, estimating, scheduling, cost control and personnel management, ensuring compliance with specifications, code requirements, plans, and contracts; prepare progress reports, time records, construction schedules, and material, labor, tool and equipment estimates for construction projects and act as project supervisors and trainers for junior personnel.

DoD Relationship

Group Title	*DoD Code*
Electricians	172100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Electrical Power-Line Installers and Repairers	49-9051.00	Installation, Maintenance, and Repair

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Equipment Selection	*Manual Dexterity*
Installation	*Information Ordering*
Troubleshooting	*Multi-limb Coordination*
Operation and Control	*Problem Sensitivity*
Equipment Maintenance	*Control Precision*
Quality Control Analysis	*Oral Expression*
Complex Problem Solving	*Fluency of Ideas*
Management of Personnel Resources	*Mathematical Reasoning*
Repairing	*Reaction Time*

CONSTRUCTION MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct three-phase quality control inspections
E4	CORE	Develop construction activity estimates
E5	CORE	Develop construction environmental protection plans
E5	CORE	Develop construction project packages
E5	CORE	Develop construction safety plans
E4	CORE	Develop construction sketches and diagrams
E5	CORE	Develop project three-phase quality control plans
E5	CORE	Establish construction site layouts
E4	CORE	Inspect construction materials
E6	CORE	Inspect construction projects
E4	NON-CORE	Interpret construction drawings and specifications
E4	CORE	Inventory project tools and materials
E5	CORE	Lead construction projects
E5	CORE	Maintain construction project resources
E5	CORE	Maintain facilities

E7	NON-CORE	Manage camp maintenance operations
E7	CORE	Manage construction environmental protection programs
E6	CORE	Manage construction project resources
E7	CORE	Manage construction projects
E7	CORE	Manage construction safety programs
E7	CORE	Manage facilities maintenance programs
E6	NON-CORE	Manage maintenance contracts
E7	CORE	Manage project quality control programs
E7	CORE	Manage three-phase quality control programs
E6	NON-CORE	Monitor construction project contracts
E5	CORE	Supervise construction project safety operations
E6	CORE	Supervise construction projects
E6	CORE	Supervise construction safety operations
E6	CORE	Supervise environmental protection programs
E6	CORE	Supervise facilities maintenance programs
E6	CORE	Supervise planning and estimating operations
E5	CORE	Supervise project three-phase quality control programs
E5	CORE	Turnover construction projects
E5	NON-CORE	Validate project surveys and elevation data

ELECTRICAL AND ELECTRONIC SYSTEM COMPONENTS

Paygrade	Task Type	Task Statements
E4	CORE	Install electrical components and devices
E4	CORE	Install electronic components and devices
E4	CORE	Repair electrical equipment
E5	CORE	Repair electronic components and devices
E4	CORE	Test electrical equipment
E5	CORE	Test electronic components and devices
E4	CORE	Troubleshoot electrical equipment
E5	CORE	Troubleshoot electronic components and devices

INTERIOR AND EXTERIOR WIRING

Paygrade	Task Type	Task Statements
E5	CORE	Calculate electrical load capacities for conductors
E5	CORE	Calculate electrical load requirements
E5	CORE	Calculate fill capacities for raceways and enclosures
E4	CORE	Install electrical conductors
E4	CORE	Install electrical conduits and raceways
E4	CORE	Install electrical fixtures and devices
E4	CORE	Install electrical power panels and enclosures
E4	CORE	Install interior/exterior electrical grounding and bonding systems
E4	CORE	Install service entrance equipment

E4	CORE	Interpret drawings, specifications, and diagrams
E4	CORE	Repair interior and exterior wiring systems
E4	CORE	Troubleshoot interior and exterior wiring systems

LIGHTING

Paygrade	Task Type	Task Statements
E5	CORE	Calculate area lighting requirements
E5	NON-CORE	Install airfield lighting systems
E4	CORE	Install area lighting systems
E4	CORE	Install portable lighting
E5	CORE	Install street lighting systems
E4	CORE	Install temporary lighting systems
E5	NON-CORE	Maintain airfield lighting systems
E4	CORE	Maintain lighting systems (e.g. area, commercial, emergency, security, industrial)
E4	CORE	Maintain portable lighting
E5	CORE	Maintain street lighting systems
E4	CORE	Maintain temporary lighting systems
E5	NON-CORE	Repair airfield lighting systems
E5	CORE	Repair lighting systems (e.g. area, commercial, emergency, security, industrial)
E4	CORE	Repair portable lighting
E5	CORE	Repair street lighting systems
E4	CORE	Repair temporary lighting systems
E5	NON-CORE	Test airfield lighting systems
E4	CORE	Test lighting systems (e.g. area, commercial, emergency, security, industrial)
E5	CORE	Test street lighting systems
E5	NON-CORE	Troubleshoot airfield lighting systems
E5	CORE	Troubleshoot lighting systems (e.g. area, commercial, emergency, security, industrial)
E5	CORE	Troubleshoot street lighting systems

MOTORS AND CONTROLLERS

Paygrade	Task Type	Task Statements
E5	CORE	Calculate motor and control requirements
E4	CORE	Install electric motors
E4	CORE	Install motor control and protective devices
E4	CORE	Maintain electrical motor systems
E5	CORE	Repair motor control and protective devices
E4	CORE	Test electric motors
E4	CORE	Test motor control and protective devices
E5	CORE	Troubleshoot electric motors
E5	CORE	Troubleshoot motor control and protective devices

POWER DISTRIBUTION

Paygrade	Task Type	Task Statements
E6	CORE	Calculate power distribution load requirements
E4	CORE	Climb utility poles
E5	CORE	Construct electrical manholes
E5	CORE	Develop power distribution system requirements
E5	CORE	Install maintenance grounding systems
E4	CORE	Install overhead power distribution systems
E4	CORE	Install power distribution grounding systems
E4	CORE	Install power distribution protection system components
E5	CORE	Install power distribution switch gear
E5	CORE	Install power distribution transformers
E4	CORE	Install service drops
E4	CORE	Install underground power distribution systems
E5	CORE	Locate underground electrical utilities
E5	CORE	Maintain overhead power distribution systems
E5	CORE	Maintain power distribution switch gear
E4	CORE	Maintain power distribution transformers
E5	CORE	Maintain underground power distribution systems
E5	CORE	Operate auger truck
E5	CORE	Operate bucket trucks
E4	CORE	Operate power distribution switch gear
E4	CORE	Perform pole-top rescues
E5	CORE	Repair direct burial cables
E5	CORE	Repair overhead power distribution systems
E5	CORE	Repair power distribution switch gear
E5	CORE	Repair underground power distribution systems
E4	CORE	Test power distribution grounding systems

POWER GENERATION

Paygrade	Task Type	Task Statements
E5	CORE	Calculate power generation load requirements
E4	CORE	Install alternative power sources (e.g. solar, wind)
E4	CORE	Install power generation systems
E4	CORE	Maintain alternative power sources (e.g. solar, wind)
E4	CORE	Maintain power generation systems
E4	CORE	Operate power generation systems
E5	CORE	Repair alternative power sources (e.g. solar, wind)
E5	CORE	Repair power generation systems
E5	CORE	Troubleshoot power generation systems

SEABEE COMMON CORE

Paygrade	Task Type	Task Statements
E4	CORE	Apply combat life saving techniques
E4	CORE	Conduct Chemical, Biological, Radiological and Nuclear Explosive (CBRNE) defensive operations
E4	CORE	Conduct convoy operations
E4	CORE	Conduct Disaster Recovery Operations (DRO)
E4	CORE	Conduct embarkation and debarkation operations
E6	NON-CORE	Conduct Maritime Prepositioning Force (MPF) operations
E4	CORE	Conduct personal protection and decontamination operations
E4	CORE	Employ Advance Base Functional Component (ABFC) systems
E4	CORE	Employ grenades, mines, and pyrotechnics
E4	CORE	Employ land survival techniques
E4	NON-CORE	Maintain crew-served weapons
E4	CORE	Maintain field communications equipment
E4	CORE	Maintain Personal Gear Issue (PGI)
E4	CORE	Maintain small arms
E4	NON-CORE	Operate crew-served weapons
E4	CORE	Operate field communications equipment
E4	CORE	Operate small arms
E4	CORE	Patrol assigned areas
E7	CORE	Perform command and control of a company
E4	CORE	Perform command and control of a fire team
E6	CORE	Perform command and control of a platoon
E5	CORE	Perform command and control of a squad
E7	NON-CORE	Plan convoy operations
E4	CORE	Repair damaged airfields
E4	CORE	Set tactical defenses
E7	NON-CORE	Supervise Airfield Damage Repair (ADR) operations

UNDERWATER CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct oceanographic surveys
E5	NON-CORE	Maintain diving equipment
E5	NON-CORE	Maintain diving support equipment
E7	NON-CORE	Manage demolition operations
E7	NON-CORE	Manage diving emergency procedures
E7	NON-CORE	Manage diving equipment maintenance
E7	NON-CORE	Manage diving support equipment maintenance
E7	NON-CORE	Manage light salvage operations
E7	NON-CORE	Manage Maritime Prepositioning Force (MPF) pre-offload operations

E7	NON-CORE	Manage Naval Sea Systems Command (NAVSEA) system certification programs
E7	NON-CORE	Manage oceanographic surveys
E7	NON-CORE	Manage Offshore Petroleum Distribution System (OPDS) operations
E7	NON-CORE	Manage Remote Operated Vehicle (ROV) operations
E7	NON-CORE	Manage small craft operations
E7	NON-CORE	Manage underwater construction operations
E5	NON-CORE	Perform coxswain duties
E5	NON-CORE	Perform demolition operations
E5	NON-CORE	Perform diving emergency procedures
E5	NON-CORE	Perform diving operations
E5	NON-CORE	Perform light salvage operations
E5	NON-CORE	Perform Maritime Prepositioning Force (MPF) pre-offload operations
E5	NON-CORE	Perform Offshore Petroleum Distribution System (OPDS) operations
E5	NON-CORE	Perform Remote Operated Vehicle (ROV) operations
E5	NON-CORE	Perform small craft operations
E5	NON-CORE	Perform underwater construction operations
E6	NON-CORE	Supervise demolition operations
E6	NON-CORE	Supervise diving emergency procedures
E6	NON-CORE	Supervise diving equipment maintenance
E6	NON-CORE	Supervise diving operations
E6	NON-CORE	Supervise diving support equipment maintenance
E6	NON-CORE	Supervise light salvage operations
E6	NON-CORE	Supervise Maritime Prepositioning Force (MPF) pre-offload operations
E6	NON-CORE	Supervise Naval Sea Systems Command (NAVSEA) system certification program
E6	NON-CORE	Supervise oceanographic surveys
E6	NON-CORE	Supervise Offshore Petroleum Distribution System (OPDS) operations
E6	NON-CORE	Supervise Remote Operated Vehicle (ROV) operations
E6	NON-CORE	Supervise small craft operations
E6	NON-CORE	Supervise underwater construction operations

CHAPTER 18

CONSTRUCTION MECHANIC
(CM)

NAVPERS 18068-18E
CH-65

Updated: January 2016

TABLE OF CONTENTS
CONSTRUCTION MECHANIC (CM)

SCOPE OF RATING	CM-3
GENERAL INFORMATION	CM-4
CONSTRUCTION MECHANIC	CM-5
BODY SYSTEMS	CM-5
BRAKE SYSTEMS	CM-5
CHASSIS SYSTEMS	CM-6
CLIMATE CONTROL	CM-6
COOLING SYSTEMS	CM-6
HYDRAULIC AND PNEUMATIC SYSTEMS	CM-6
INTERNAL COMBUSTION ENGINES	CM-7
MAINTENANCE AND MATERIAL MANAGEMENT (3M)	CM-7
POWER GENERATION	CM-7
POWER TRAINS	CM-7
SEABEE COMMON CORE	CM-8
STEERING AND SUSPENSION SYSTEMS	CM-8
TABLE OF ALLOWANCE (TOA) MANAGEMENT	CM-9
UNDERWATER CONSTRUCTION	CM-9
VEHICLE/EQUIPMENT ELECTRICAL SYSTEMS	CM-10
VEHICLE/EQUIPMENT ELECTRONIC AND DIAGNOSTIC SYSTEMS	CM-10
VEHICLE/EQUIPMENT FUEL SYSTEMS	CM-11
WEIGHT HANDLING EQUIPMENT	CM-11

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

CONSTRUCTION MECHANIC (CM)

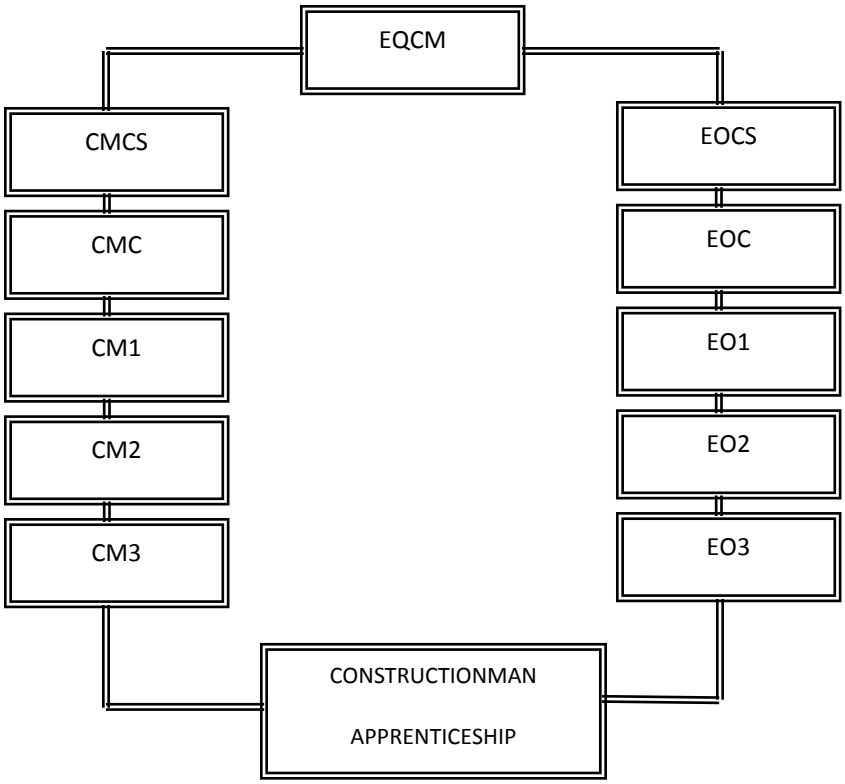
SCOPE OF RATING

Construction Mechanics (CM) perform tasks involved in diagnosis, maintenance, repair, and overhaul of automotive, material/weight handling and construction equipment; assign and supervise activities of personnel who locate, analyze, and correct malfunctions in equipment; research, order, and receive repair parts; maintain records; prepare requisitions and reports; train personnel in repair procedures and techniques; maintain individual combat and operational readiness; and perform tasks required in combat and disaster preparedness or recovery operations.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 18.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Construction Mechanic

Job Code

002604

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	CONSTRUCTION MECHANIC	CONSTRUCT MECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CM	All NEC's listed as the Rating Source.

Job Description

Construction Mechanics perform tasks involved in diagnosis, maintenance, repair, and overhaul of automotive, material/weight handling, and construction equipment; assign and supervise activities of personnel who locate, analyze, and correct malfunctions in equipment; research, order, and receive repair parts; maintain records; prepare requisitions and reports; train personnel in repair procedures and techniques; and prepare progress reports, time records and schedules for projects. As shop supervisors, they plan, staff, direct, and control multiple work centers to include problem solving, planning, scheduling, cost control and personnel management ensuring compliance with specifications, code requirements, plans, and contracts; and act as work center supervisors and trainers for junior personnel.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Construction Equipment	161200	Automotive Master Mechanics	49-3023.01	Installation, Maintenance, and

Skills	Abilities
Systems Evaluation	*Problem Sensitivity*
Equipment Selection	*Deductive Reasoning*
Troubleshooting	*Control Precision*
Critical Thinking	*Oral Comprehension*
Repairing	*Finger Dexterity*
Coordination	*Multi-limb Coordination*
Quality Control Analysis	*Written Comprehension*
Equipment Maintenance	*Information Ordering*
Management of Personnel Resources	*Inductive Reasoning*
Installation	*Manual Dexterity*

BODY SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Inspect force protection materials on vehicles
E4	CORE	Install force protection materials on vehicles
E4	NON-CORE	Paint equipment
E4	CORE	Perform corrosion prevention and control procedures
E5	CORE	Perform oxygen/gas cutting and welding
E4	NON-CORE	Prepare surfaces for painting
E4	CORE	Repair vehicle body damage
E5	CORE	Weld ferrous/non-ferrous metals

BRAKE SYSTEMS

Paygrade	Task Type	Task Statements
E6	CORE	Inspect anti-lock brake system components
E6	CORE	Inspect hydraulic brake system components
E6	CORE	Inspect pneumatic brake system components
E4	CORE	Install anti-lock brake system components
E4	CORE	Install hydraulic brake system components
E4	CORE	Install pneumatic brake system components
E4	CORE	Maintain brake system components

E4	CORE	Repair anti-lock brake system components
E4	CORE	Repair hydraulic brake system components
E4	CORE	Repair pneumatic brake system components
E5	CORE	Troubleshoot anti-lock brake system components
E5	CORE	Troubleshoot hydraulic brake system components
E5	CORE	Troubleshoot pneumatic brake system components

CHASSIS SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Assemble wheel components
E4	CORE	Balance wheel and tire assemblies
E6	CORE	Inspect track components
E6	CORE	Inspect wheel and tire assemblies
E4	CORE	Install track components
E4	CORE	Maintain track components
E4	CORE	Repair track components
E4	CORE	Repair wheel and tire assemblies
E5	CORE	Troubleshoot track components
E5	CORE	Troubleshoot wheel and tire assemblies

CLIMATE CONTROL

Paygrade	Task Type	Task Statements
E6	CORE	Inspect air conditioning systems
E6	CORE	Inspect heating systems
E6	CORE	Inspect ventilation systems
E4	CORE	Repair air conditioning systems
E4	CORE	Repair heating systems
E4	CORE	Repair ventilation systems
E5	CORE	Troubleshoot air conditioning systems
E5	CORE	Troubleshoot heating systems
E5	CORE	Troubleshoot ventilation systems

COOLING SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Inspect cooling systems
E4	CORE	Maintain cooling system components
E4	CORE	Repair cooling system components
E4	CORE	Troubleshoot cooling systems

HYDRAULIC AND PNEUMATIC SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust hydraulic systems
E4	CORE	Adjust pneumatic systems
E6	CORE	Inspect hydraulic components

E6	CORE	Inspect pneumatic components
E4	CORE	Install hydraulic components
E4	CORE	Install pneumatic components
E4	CORE	Repair hydraulic system components
E4	CORE	Repair pneumatic system components
E5	CORE	Troubleshoot hydraulic systems
E5	CORE	Troubleshoot pneumatic systems

INTERNAL COMBUSTION ENGINES

Paygrade	Task Type	Task Statements
E5	CORE	Adjust diesel engine components
E5	CORE	Adjust gasoline engine components
E6	CORE	Inspect diesel engine components
E6	CORE	Inspect gasoline engine components
E4	CORE	Install diesel engine components
E4	CORE	Install gasoline engine components
E4	CORE	Maintain diesel engines
E4	CORE	Maintain gasoline engines
E4	CORE	Repair diesel engine components
E4	CORE	Repair gasoline engine components
E5	CORE	Troubleshoot diesel engine systems
E5	CORE	Troubleshoot gasoline engine systems

MAINTENANCE AND MATERIAL MANAGEMENT (3M)

Paygrade	Task Type	Task Statements
E7	NON-CORE	Perform duties as 3M division officer
E6	NON-CORE	Perform duties as 3M Work Center Supervisor (WCS)
E4	NON-CORE	Perform duties as maintenance person
E4	NON-CORE	Perform duties as Repair Parts Petty Officer (RPPO)

POWER GENERATION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Adjust power generation components
E5	NON-CORE	Perform generator operational load tests
E5	NON-CORE	Repair power generation components
E5	NON-CORE	Troubleshoot power generation components

POWER TRAINS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust auxiliary system components
E4	CORE	Adjust drive train components
E6	CORE	Inspect auxiliary system components
E6	CORE	Inspect drive train components
E4	CORE	Install auxiliary system components

E4	CORE	Install drive train components
E4	CORE	Repair auxiliary system components
E4	CORE	Repair drive train components
E5	CORE	Troubleshoot auxiliary system components
E5	CORE	Troubleshoot drive train components

SEABEE COMMON CORE

Paygrade	Task Type	Task Statements
E4	CORE	Apply combat life saving techniques
E4	CORE	Conduct Chemical, Biological, Radiological and Nuclear Explosive (CBRNE) defensive operations
E4	CORE	Conduct convoy operations
E4	CORE	Conduct Disaster Recovery Operations (DRO)
E4	CORE	Conduct embarkation and debarkation operations
E6	CORE	Conduct Maritime Prepositioning Force (MPF) operations
E4	CORE	Conduct personal protection and decontamination operations
E4	CORE	Employ Advance Base Functional Component (ABFC) systems
E4	CORE	Employ grenades, mines, and pyrotechnics
E4	CORE	Employ land survival techniques
E4	NON-CORE	Maintain crew-served weapons
E4	CORE	Maintain field communications equipment
E4	CORE	Maintain Personal Gear Issue (PGI)
E4	CORE	Maintain small arms
E4	NON-CORE	Operate crew-served weapons
E4	CORE	Operate field communications equipment
E4	CORE	Operate small arms
E4	CORE	Patrol assigned areas
E7	CORE	Perform command and control of a company
E4	CORE	Perform command and control of a fire team
E6	CORE	Perform command and control of a platoon
E5	CORE	Perform command and control of a squad
E7	NON-CORE	Plan convoy operations
E4	CORE	Repair damaged airfields
E4	CORE	Set tactical defenses
E7	NON-CORE	Supervise Airfield Damage Repair (ADR) operations

STEERING AND SUSPENSION SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Adjust steering system components
E5	CORE	Adjust suspension system components
E6	CORE	Inspect steering system components
E6	CORE	Inspect suspension system components

E4	CORE	Install steering system components
E4	CORE	Install suspension system components
E4	CORE	Repair steering system components
E4	CORE	Repair suspension system components
E5	CORE	Troubleshoot steering systems
E5	CORE	Troubleshoot suspension systems

TABLE OF ALLOWANCE (TOA) MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Inspect Civil Engineering Support Equipment (CESE)
E4	NON-CORE	Maintain technical libraries
E4	CORE	Maintain tool rooms
E7	CORE	Manage Battalion Equipment Evaluation Program (BEEP)
E7	CORE	Manage equipment maintenance programs
E7	CORE	Manage tool room operations
E6	CORE	Supervise Battalion Equipment Evaluation Program (BEEP)
E6	CORE	Supervise equipment maintenance support shop operations
E6	CORE	Supervise heavy equipment maintenance shop operations
E6	CORE	Supervise Inactive Equipment Maintenance (IEM) program
E6	CORE	Supervise light equipment maintenance shop operations

UNDERWATER CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct oceanographic surveys
E5	NON-CORE	Maintain diving equipment
E5	NON-CORE	Maintain diving support equipment
E7	NON-CORE	Manage demolition operations
E7	NON-CORE	Manage diving emergency procedures
E7	NON-CORE	Manage diving equipment maintenance
E7	NON-CORE	Manage diving support equipment maintenance
E7	NON-CORE	Manage light salvage operations
E7	NON-CORE	Manage Maritime Prepositioning Force (MPF) pre-offload operations
E7	NON-CORE	Manage Naval Sea Systems Command (NAVSEA) system certification programs
E7	NON-CORE	Manage oceanographic surveys
E7	NON-CORE	Manage Offshore Petroleum Distribution System (OPDS) operations
E7	NON-CORE	Manage Remote Operated Vehicle (ROV) operations
E7	NON-CORE	Manage small craft operations
E7	NON-CORE	Manage underwater construction operations
E5	NON-CORE	Perform coxswain duties
E5	NON-CORE	Perform demolition operations
E5	NON-CORE	Perform diving emergency procedures
E5	NON-CORE	Perform diving operations

E5	NON-CORE	Perform light salvage operations
E5	NON-CORE	Perform Maritime Prepositioning Force (MPF) pre-offload operations
E5	NON-CORE	Perform Offshore Petroleum Distribution System (OPDS) operations
E5	NON-CORE	Perform Remote Operated Vehicle (ROV) operations
E5	NON-CORE	Perform small craft operations
E5	NON-CORE	Perform underwater construction operations
E6	NON-CORE	Supervise demolition operations
E6	NON-CORE	Supervise diving emergency procedures
E6	NON-CORE	Supervise diving equipment maintenance
E6	NON-CORE	Supervise diving operations
E6	NON-CORE	Supervise diving support equipment maintenance
E6	NON-CORE	Supervise light salvage operations
E6	NON-CORE	Supervise Maritime Prepositioning Force (MPF) pre-offload operations
E6	NON-CORE	Supervise Naval Sea Systems Command (NAVSEA) system certification program
E6	NON-CORE	Supervise oceanographic surveys
E6	NON-CORE	Supervise Offshore Petroleum Distribution System (OPDS) operations
E6	NON-CORE	Supervise Remote Operated Vehicle (ROV) operations
E6	NON-CORE	Supervise small craft operations
E6	NON-CORE	Supervise underwater construction operations

VEHICLE/EQUIPMENT ELECTRICAL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Install charging system components
E4	CORE	Install electrical components
E4	CORE	Install starting system components
E4	CORE	Repair charging system components
E4	CORE	Repair electrical systems
E4	CORE	Repair starting system components
E4	CORE	Troubleshoot charging system components
E4	CORE	Troubleshoot electrical components
E4	CORE	Troubleshoot starting system components

VEHICLE/EQUIPMENT ELECTRONIC AND DIAGNOSTIC SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Calibrate electronic system components
E4	CORE	Install electronic components
E4	CORE	Repair electronic systems
E4	CORE	Repair wire harnesses
E4	CORE	Replace actuators
E5	CORE	Replace Electronic Control Modules (ECM)
E4	CORE	Replace sensors

E4	CORE	Replace wire harnesses
E4	CORE	Test electronic systems
E5	CORE	Troubleshoot actuators
E5	CORE	Troubleshoot Electronic Control Module (ECM)
E5	CORE	Troubleshoot electronic systems
E5	CORE	Troubleshoot sensors
E5	CORE	Troubleshoot wire harnesses

VEHICLE/EQUIPMENT FUEL SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Calibrate diesel fuel system components
E5	CORE	Calibrate gasoline fuel system components
E4	CORE	Repair diesel fuel system components
E4	CORE	Repair gasoline fuel system components
E4	CORE	Troubleshoot diesel fuel systems
E4	CORE	Troubleshoot gasoline fuel systems

WEIGHT HANDLING EQUIPMENT

Paygrade	Task Type	Task Statements
E5	NON-CORE	Adjust crane systems
E5	NON-CORE	Inspect crane systems
E7	CORE	Manage crane maintenance programs
E5	NON-CORE	Repair crane systems
E6	CORE	Supervise crane maintenance program operations
E5	NON-CORE	Troubleshoot crane systems

CHAPTER 19

CONSTRUCTIONMAN
(CN)

NAVPERS 18068-19B
CH-58

Updated: April 2014

TABLE OF CONTENTS
CONSTRUCTIONMAN (CN)

SCOPE OF RATING	CN-3
GENERAL INFORMATION	CN-4
CONSTRUCTIONMAN	CN-5
CONSTRUCTION OPERATIONS	CN-5
SAFETY	CN-6
SEABEE COMBAT SKILLS	CN-5
TECHNICAL ADMINISTRATION	CN-6
WATCHSTANDING	CN-6

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

CONSTRUCTIONMAN (CN)

APPRENTICESHIP

SCOPE OF RATING

Constructionmen (CN) perform tasks directly related to the seven construction ratings in the Occupational Field (OF) 7 during all phases of construction; assist in the preparation and completion of construction projects at the crew member level and support facilities maintenance and repairs; assist in the setup of Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) defensive operations; provide assistance in technical administration and career information; maintain individual expeditionary combat readiness at the fire team level; stand communicator and messenger watches and assist in tasks required in combat and disaster preparedness or recovery operations; and assist as a crew member on Airfield Damage Repair (ADR) teams.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 19.

GENERAL INFORMATION

CAREER PATH FROM THE CONSTRUCTIONMAN APPRENTICESHIP

RATING TITLE	E-4	E-5	E-6	E-7	E-8	E-9
Builder	BU3	BU2	BU1	BUC	BUCS	*CUCM
Construction Electrician	CE3	CE2	CE1	CEC	CECS	*UCCM
Construction Mechanic	CM3	CM2	CM1	CMC	CMCS	*EQCM
Engineering Aid	EA3	EA2	EA1	EAC	EACS	*CUCM
Equipment Operator	EO3	EO2	EO1	EOC	EOCS	*EQCM
Steelworker	SW3	SW2	SW1	SWC	SWCS	*CUCM
Utilitiesman	UT3	UT2	UT1	UTC	UTCS	*UCCM

* INDICATES CHANGE (FROM PAYGRADE E8 TO E9) IN RATING'S NAME AS FOLLOWS:

CUCM = MASTER CHIEF CONSTRUCTIONMAN

EQCM = MASTER CHIEF EQUIPMENTMAN

UCCM = MASTER CHIEF UTILITIESMAN

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Constructionman

Job Code

002688

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Construction and Extraction	TBD	CONSTRUCTIONMAN	CONSTMAN

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	CN	N/A

Job Description

Constructionmen perform tasks directly related to the seven construction ratings in Occupational Field (OF) 7 during all phases of construction; assist in the preparation and completion of construction projects at the crew member level and support in facilities maintenance and repairs; assist in the setup of Chemical, Biological, Radiological and Nuclear Explosive (CBRNE) defensive operations; provide assistance in technical administration and career information; maintain individual expeditionary combat readiness at the fire team level; stand communicator and messenger watches and assist in tasks required in combat and disaster preparedness or recovery operations; and assist as a crewmember on Airfield Damage Repair (ADR) teams.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Non Occupational	190000	Helpers, Construction Trades, All Other	47-3019.00	Construction and Extraction

Skills	Abilities
Critical Thinking	*Fluency of Ideas*
Coordination	*Manual Dexterity*
Judgment and Decision Making	*Control Precision*
Equipment Maintenance	*Information Ordering*
Equipment Selection	*Arm-Hand Steadiness*
Active Learning	*Inductive Reasoning*
Mathematics	*Problem Sensitivity*
	Finger Dexterity
	Deductive Reasoning
	Reaction Time

CONSTRUCTION OPERATIONS

Paygrade	Task Type	Task Statements
E3	CORE	Apply paint and preservative coatings
E3	CORE	Interpret construction sketches and diagrams
E3	CORE	Inventory tool kits
E3	CORE	Know how to use and care for synthetic lines
E3	CORE	Know how to use and care for wire ropes
E3	CORE	Maintain basic hand tools
E3	CORE	Maintain painting equipment
E3	CORE	Operate motor vehicles through 1 ¼-ton capacity
E3	CORE	Perform prestart checks on motor vehicles through 1 ¼-ton capacity
E3	CORE	Use basic hand tools

SAFETY

Paygrade	Task Type	Task Statements
E3	CORE	Assist in the cleanup of minor Hazardous Material (HAZMAT) spills
E3	CORE	Doff Personal Protective Equipment (PPE)
E3	CORE	Don Personal Protective Equipment (PPE)
E3	CORE	Handle Hazardous Materials (HAZMAT)
E3	CORE	Implement job general safety requirements
E3	CORE	Recognize safety hazards on construction sites
E3	CORE	Report safety hazards and violations
E3	CORE	Store hazardous materials

SEABEE COMBAT SKILLS

Paygrade	Task Type	Task Statements
E3	CORE	Apply individual cover and concealment measures
E3	CORE	Employ fire team level defensive tactics
E3	CORE	Employ grenades, mines, and pyrotechnics
E3	CORE	Employ land navigation techniques
E3	CORE	Interpret standard tactical arm and hand signals
E3	CORE	Know how to apply combat life-saving techniques
E3	CORE	Know how to apply individual and team Chemical, Biological, Radiological and Nuclear Explosive (CBRNE) protective measures
E3	CORE	Maintain organizational clothing
E3	CORE	Maintain Personal Gear Issue (PGI)
E3	CORE	Maintain small arms
E3	CORE	Operate small arms
E3	CORE	Perform duties of a rifleman
E3	CORE	Perform duties of ammo-carrier for crew served weapons
E3	CORE	Send and receive messages (e.g., radios, telephone)

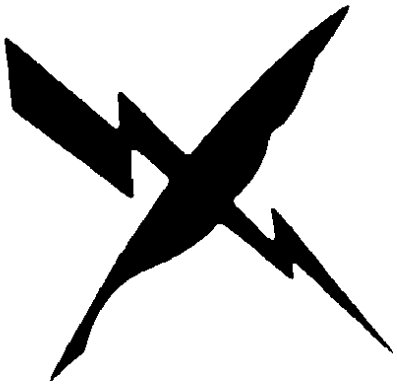
TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E3	CORE	Convert standard U.S. weights and measures to the metric system
E3	CORE	Prepare an accident report (Standard Form 91)
E3	CORE	Prepare an inspection guide and trouble report (NAVFAC -11240/13)
E3	CORE	Prepare DD Form 1970 Trip Ticket

WATCHSTANDING

Paygrade	Task Type	Task Statements
E3	CORE	Know command's watch organization
E3	CORE	Know watch turnover procedures
E3	CORE	Maintain watchstanding logs and files
E3	CORE	Stand fire and security watches

CHAPTER 20



CRYPTOLOGIC TECHNICIAN (CT)

NAVPERS 18068-20B
CH-64

Updated: October 2015

TABLE OF CONTENTS
CRYPTOLOGIC TECHNICIAN (INTERPRETIVE) (CTI)

SCOPE OF RATING	CTI-3
GENERAL INFORMATION	CTI-4
LANGUAGE ANALYST OPERATOR	CTI-5
COLLECTION OPERATIONS	CTI-5
INTELLIGENCE DISSEMINATION	CTI-5
LANGUAGE ANALYSIS AND PROCESSING	CTI-6
SECURITY AND ADMINISTRATION	CTI-6
TARGET DEVELOPMENT AND EXPLOITATION	CTI-6
LANGUAGE ANALYST SUPERVISOR	CTI-7
COLLECTION OPERATIONS	CTI-7
INTELLIGENCE DISSEMINATION	CTI-8
LANGUAGE ANALYSIS AND PROCESSING	CTI-8
SECURITY AND ADMINISTRATION	CTI-9
TARGET DEVELOPMENT AND EXPLOITATION	CTI-9
MASTER LANGUAGE ANALYST	CTI-10
COLLECTION OPERATIONS	CTI-10
INTELLIGENCE DISSEMINATION	CTI-11
LANGUAGE ANALYSIS AND PROCESSING	CTI-11
SECURITY AND ADMINISTRATION	CTI-12
TARGET DEVELOPMENT AND EXPLOITATION	CTI-12

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

CRYPTOLOGIC TECHNICIAN (INTERPRETIVE) (CTI)

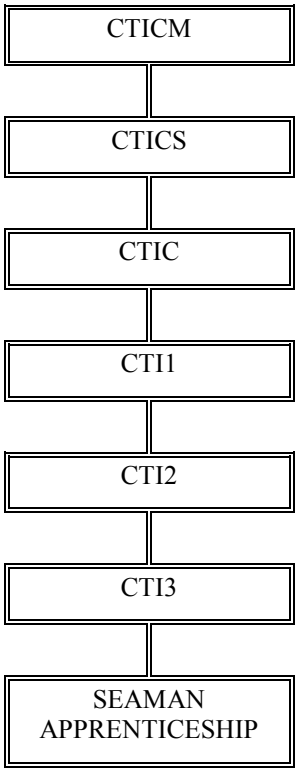
SCOPE OF RATING

Cryptologic Technicians (Interpretive) (CTI) conduct Signals Intelligence (SIGINT) and cyber operations in support of Information Warfare (IW) Operations using foreign language skills and advanced computer systems; collect, exploit, analyze, and report foreign language communications, digital network information, and signals of interest to identify, locate, and monitor worldwide threats; control and safeguard access to classified material and information systems; manage, transcribe, translate, and interpret foreign language materials; prepare time-sensitive tactical and strategic reports; and provide cultural and regional guidance in support of Joint, Fleet (special operations, air, surface, and subsurface), national, and multi-national consumers and decision makers.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 20.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For additional rating entry requirements, refer to MILPERSMAN 1306-618.

Defense Language Proficiency Test (DLPT) Requirements. Commencing with the September 2015 advancement cycle, all candidates competing for paygrades E-4 (CTI3) through E-9 (CTICM) must achieve, at least once per paygrade, a DLPT score of L2/R2 in the language that reflects their primary duty as determined by the member's commanding officer. Minimum proficiency of L2/R2 must be attained once in the current paygrade prior to being eligible for the next higher paygrade.

Commencing with the September 2017 advancement cycle, all candidates competing for paygrades E-4 (CTI3) through E-9 (CTICM) must achieve a current DLPT score of L2/R2 in the language that reflects their primary duty as determined by the member's commanding officer. Minimum proficiency of L2/R2 must be attained in order to be eligible for the next higher paygrade.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Language Analyst Operator

Job Code

001022

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Arts, Design, Entertainment, Sports, and Media	TBD	LANGUAGE ANALYST OPERATOR	LANG ANLST OPR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTI	NEC 8201, 8295, 8296, 9134, 9XXX (All language NECs)

Job Description

Language Analyst Operators utilize signals collection equipment, systems, and software to identify, collect, and geolocate target communications; gist, translate, transcribe, and analyze target foreign language communications; advise leadership on cultural and regional factors that impact mission operations; draft Signals Intelligence (SIGINT) reports; maintain cryptologic databases; and perform target development while protecting sensitive methods and sources.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Analysis	123200	Interpreters and Translators	27-3091.00	Arts, Design, Entertainment, Sports, and Media

Skills	Abilities
Critical Thinking	*Information Ordering*
Coordination	*Deductive Reasoning*
Learning Strategies	*Memorization*
Judgment and Decision Making	*Inductive Reasoning*
Reading Comprehension	*Oral Expression*
Speaking	*Perceptual Speed*
Active Learning	*Written Comprehension*
Complex Problem Solving	*Written Expression*
Equipment Selection	*Spatial Orientation*
Operations Analysis	*Speech Clarity*

COLLECTION OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Coordinate mission operations
E4	CORE	Exploit Signals Of Interest (SOI)
E4	NON-CORE	Identify collection shortfalls
E4	NON-CORE	Identify collection sources and techniques
E4	CORE	Identify communication systems characteristics
E4	CORE	Identify digital network communications characteristics
E4	CORE	Identify selector tasking and detasking steps
E4	CORE	Identify signals fundamentals and radiowave theory
E4	CORE	Identify telephony characteristics
E4	CORE	Operate collection systems
E4	CORE	Perform geolocation and direction finding
E4	CORE	Provide Indications and Warnings (I&W) support

INTELLIGENCE DISSEMINATION

Paygrade	Task Type	Task Statements
E4	CORE	Brief intelligence information
E4	CORE	Communicate technical information with other analysts

E4	CORE	Draft Signals Intelligence (SIGINT) reports
E4	NON-CORE	Identify information flow within the intelligence cycle
E4	CORE	Identify reporting criteria
E4	CORE	Report Critical Intelligence Communications (CRITIC) information
E4	CORE	Report Essential Elements of Information (EEI)
E4	CORE	Report potential threats

LANGUAGE ANALYSIS AND PROCESSING

Paygrade	Task Type	Task Statements
E4	NON-CORE	Advise leadership on cultural and regional factors that impact mission operations
E4	NON-CORE	Operate language processing tools
E4	CORE	Process target language material at the minimum Interagency Language Roundtable (ILR) Level 2
E4	CORE	Transcribe foreign language materials at minimum Interagency Language Roundtable (ILR) Level 2

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E4	NON-CORE	Identify basic information about the US Signals Intelligence (SIGINT) system
E4	NON-CORE	Identify Information Assurance (IA) fundamentals
E4	NON-CORE	Identify Information Security (INFOSEC) fundamentals
E4	NON-CORE	Identify Intelligence Oversight (IO) fundamentals
E4	CORE	Implement Emergency Action Plans (EAP)
E4	CORE	Maintain classified material
E4	CORE	Transport classified material

TARGET DEVELOPMENT AND EXPLOITATION

Paygrade	Task Type	Task Statements
E4	CORE	Access target technical information
E4	CORE	Identify communication network topography
E5	CORE	Maintain Common Operational Picture (COP)
E4	CORE	Maintain technical databases
E4	NON-CORE	Monitor Common Operational Picture (COP)
E4	NON-CORE	Operate software based analysis tools
E4	CORE	Perform content analysis
E4	CORE	Perform fusion analysis
E4	CORE	Perform metadata analysis
E5	CORE	Perform network mapping

Job Title **Job Code**

Language Analyst Supervisor 001027

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Arts, Design, Entertainment, Sports, and Media	TBD	LANGUAGE ANALYST SUPERVISOR	LANGUAGE SUPV

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTI	NEC 8201, 8296, 9134, 9XXX (All language NECs)

Job Description

Language Analyst Supervisors coordinate exploitation, analysis, processing, and reporting of target foreign language communications; process intermediate to advanced foreign language communications; supervise collection management operations; analyze target communications infrastructure; advise leadership on cultural and regional factors that impact mission operations; implement CTI rating programs and policies; and manage classified information and security procedures.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Analysis	123200	Interpreters and Translators	27-3091.00	Arts, Design, Entertainment, Sports, and Media

Skills	Abilities
Critical Thinking	*Information Ordering*
Judgment and Decision Making	*Deductive Reasoning*
Coordination	*Inductive Reasoning*
Learning Strategies	*Memorization*
Monitoring	*Written Expression*
Reading Comprehension	*Oral Expression*
Operations Analysis	*Problem Sensitivity*
Complex Problem Solving	*Time Sharing*
Operation Monitoring	*Written Comprehension*
Speaking	*Perceptual Speed*

COLLECTION OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Assess collection shortfalls
E5	NON-CORE	Coordinate mission operations
E4	CORE	Exploit Signals Of Interest (SOI)
E6	CORE	Identify collection requirements
E4	NON-CORE	Identify collection shortfalls
E4	NON-CORE	Identify collection sources and techniques
E4	CORE	Identify communication systems characteristics
E4	CORE	Identify digital network communications characteristics
E4	CORE	Identify selector tasking and detasking steps
E4	CORE	Identify signals fundamentals and radiowave theory
E4	CORE	Identify telephony characteristics
E6	CORE	Implement Cryptologic Coverage Plans (CCP)
E4	CORE	Operate collection systems
E4	CORE	Perform geolocation and direction finding
E4	CORE	Provide Indications and Warnings (I&W) support
E6	CORE	Recommend corrective actions for collection anomalies
E6	CORE	Supervise mission operations

INTELLIGENCE DISSEMINATION

Paygrade	Task Type	Task Statements
E4	CORE	Brief intelligence information
E4	CORE	Communicate technical information with other analysts
E6	CORE	Coordinate special dissemination controls
E5	CORE	Disseminate Critical Intelligence Communications (CRITIC) messages
E4	CORE	Draft Signals Intelligence (SIGINT) reports
E5	CORE	Identify appropriate Signals Intelligence (SIGINT) dissemination mechanisms
E4	NON-CORE	Identify information flow within the intelligence cycle
E4	CORE	Identify reporting criteria
E5	CORE	Identify special dissemination controls
E6	CORE	Implement command Critical Intelligence Communications (CRITIC) reporting programs
E7	CORE	Manage command Critical Intelligence Communications (CRITIC) reporting programs
E6	CORE	Manage Signals Intelligence (SIGINT) reporting
E5	CORE	Perform Signals Intelligence (SIGINT) report Quality Assurance (QA) checks
E5	CORE	Release Signals Intelligence (SIGINT) reports
E4	CORE	Report Critical Intelligence Communications (CRITIC) information
E4	CORE	Report Essential Elements of Information (EEI)
E4	CORE	Report potential threats

LANGUAGE ANALYSIS AND PROCESSING

Paygrade	Task Type	Task Statements
E4	NON-CORE	Advise leadership on cultural and regional factors that impact mission operations
E5	CORE	Conduct trend/pattern of life analysis
E6	NON-CORE	Develop language instructional materials
E4	NON-CORE	Operate language processing tools
E6	CORE	Perform Quality Assurance (QA) of language products at the minimum Interagency Language Roundtable (ILR) Level 2+
E5	CORE	Prioritize collected data processing
E4	CORE	Process target language material at the minimum Interagency Language Roundtable (ILR) Level 2
E6	CORE	Process target language material at the minimum Interagency Language Roundtable (ILR) Level 2+
E6	CORE	Provide technical language instruction
E4	CORE	Transcribe foreign language materials at minimum Interagency Language Roundtable (ILR) Level 2

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E6	CORE	Coordinate language training
E6	CORE	Coordinate mission qualification processes
E6	CORE	Coordinate personnel augmentation
E6	CORE	Enforce Intelligence Oversight (IO) policies
E4	NON-CORE	Identify basic information about the US Signals Intelligence (SIGINT) system
E4	NON-CORE	Identify Information Assurance (IA) fundamentals
E4	NON-CORE	Identify Information Security (INFOSEC) fundamentals
E4	NON-CORE	Identify Intelligence Oversight (IO) fundamentals
E5	NON-CORE	Identify mission training shortfalls
E4	CORE	Implement Emergency Action Plans (EAP)
E4	CORE	Maintain classified material
E4	CORE	Transport classified material

TARGET DEVELOPMENT AND EXPLOITATION

Paygrade	Task Type	Task Statements
E4	CORE	Access target technical information
E5	CORE	Determine threat envelopes
E6	CORE	Develop target packages
E5	CORE	Develop target specific working aids
E4	CORE	Identify communication network topography
E5	CORE	Identify regional and cultural factors that influence target development
E5	CORE	Maintain Common Operational Picture (COP)
E4	CORE	Maintain technical databases
E5	CORE	Manage technical databases
E4	NON-CORE	Monitor Common Operational Picture (COP)
E4	NON-CORE	Operate software based analysis tools
E4	CORE	Perform content analysis
E4	CORE	Perform fusion analysis
E4	CORE	Perform metadata analysis
E5	CORE	Perform network mapping
E6	CORE	Supervise analysis of target activities
E5	CORE	Validate Signals Intelligence (SIGINT) support packages

Job Title

Master Language Analyst

Job Code

002683

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Arts, Design, Entertainment, Sports, and Media	TBD	MASTER LANGUAGE ANALYST	MSTR LANG ALST

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTI	Not applicable, based upon the NEC assigned to the job

Job Description

Master Language Analysts lead mission operations and direct the exploitation, analysis, processing, and reporting of target foreign language communications; process advanced foreign language communications; manage Command Foreign Language Programs; develop and manage training and qualification programs; and advise leadership on cultural and regional factors that impact mission operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Analysis	123200	Interpreters and Translators	27-3091.00	Arts, Design, Entertainment, Sports, and Media

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Coordination	*Information Ordering*
Judgment and Decision Making	*Inductive Reasoning*
Learning Strategies	*Memorization*
Monitoring	*Written Expression*
Operation Monitoring	*Oral Expression*
Reading Comprehension	*Time Sharing*
Complex Problem Solving	*Speed of Closure*
Instructing	*Problem Sensitivity*
Operations Analysis	*Written Comprehension*

COLLECTION OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Adjust collection shortfall postures
E5	CORE	Assess collection shortfalls
E7	CORE	Develop Cryptologic Coverage Plans (CCP)
E7	CORE	Direct mission operations
E4	CORE	Exploit Signals Of Interest (SOI)
E6	CORE	Identify collection requirements
E4	NON-CORE	Identify collection shortfalls
E4	NON-CORE	Identify collection sources and techniques
E4	CORE	Identify communication systems characteristics
E4	CORE	Identify digital network communications characteristics
E4	CORE	Identify selector tasking and detasking steps
E4	CORE	Identify signals fundamentals and radiowave theory
E4	CORE	Identify telephony characteristics
E6	CORE	Implement Cryptologic Coverage Plans (CCP)
E4	CORE	Operate collection systems
E4	CORE	Perform geolocation and direction finding
E4	CORE	Provide Indications and Warnings (I&W) support
E6	CORE	Recommend corrective actions for collection anomalies

E6	CORE	Supervise mission operations

INTELLIGENCE DISSEMINATION

Paygrade	Task Type	Task Statements
E4	CORE	Brief intelligence information
E4	CORE	Communicate technical information with other analysts
E6	CORE	Coordinate special dissemination controls
E5	CORE	Disseminate Critical Intelligence Communications (CRITIC) messages
E4	CORE	Draft Signals Intelligence (SIGINT) reports
E5	CORE	Identify appropriate Signals Intelligence (SIGINT) dissemination mechanisms
E4	NON-CORE	Identify information flow within the intelligence cycle
E4	CORE	Identify reporting criteria
E5	CORE	Identify special dissemination controls
E7	CORE	Manage command Critical Intelligence Communications (CRITIC) reporting programs
E6	CORE	Manage Signals Intelligence (SIGINT) reporting
E5	CORE	Perform Signals Intelligence (SIGINT) report Quality Assurance (QA) checks
E5	CORE	Release Signals Intelligence (SIGINT) reports
E4	CORE	Report Critical Intelligence Communications (CRITIC) information
E4	CORE	Report Essential Elements of Information (EEI)
E4	CORE	Report potential threats

LANGUAGE ANALYSIS AND PROCESSING

Paygrade	Task Type	Task Statements
E4	NON-CORE	Advise leadership on cultural and regional factors that impact mission operations
E5	CORE	Conduct trend/pattern of life analysis
E6	NON-CORE	Develop language instructional materials
E4	NON-CORE	Operate language processing tools
E5	CORE	Prioritize collected data processing
E6	CORE	Perform Quality Assurance (QA) of language products at the minimum Interagency Language Roundtable (ILR) Level 2+
E7	CORE	Perform Quality Assurance (QA) of language products at the minimum Interagency Language Roundtable (ILR) Level 3
E4	CORE	Process target language material at the minimum Interagency Language Roundtable (ILR) Level 2
E6	CORE	Process target language material at the minimum Interagency Language Roundtable (ILR) Level 2+
E7	CORE	Process target language material at the minimum Interagency Language Roundtable (ILR) Level 3
E6	CORE	Provide technical language instruction
E4	CORE	Transcribe foreign language materials at minimum Interagency Language Roundtable (ILR) Level 2

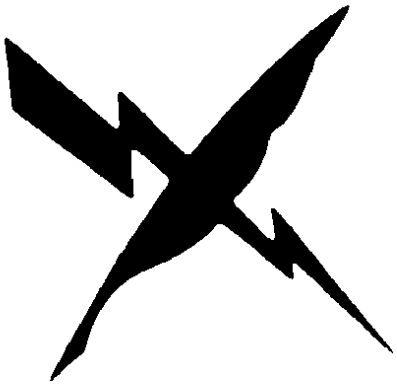
SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E6	CORE	Coordinate language training
E6	CORE	Enforce Intelligence Oversight (IO) policies
E4	NON-CORE	Identify basic information about the US Signals Intelligence (SIGINT) system
E4	NON-CORE	Identify Information Assurance (IA) fundamentals
E4	NON-CORE	Identify Information Security (INFOSEC) fundamentals
E4	NON-CORE	Identify Intelligence Oversight (IO) fundamentals
E5	NON-CORE	Identify mission training shortfalls
E4	CORE	Implement Emergency Action Plans (EAP)
E4	CORE	Maintain classified material
E7	CORE	Manage language training requirements
E7	CORE	Manage operational qualification processes
E7	CORE	Manage personnel augmentation
E4	CORE	Transport classified material

TARGET DEVELOPMENT AND EXPLOITATION

Paygrade	Task Type	Task Statements
E4	CORE	Access target technical information
E5	CORE	Determine threat envelopes
E6	CORE	Develop target packages
E5	CORE	Develop target specific working aids
E4	CORE	Identify communication network topography
E5	CORE	Identify regional and cultural factors that influence target development
E5	CORE	Maintain Common Operational Picture (COP)
E5	CORE	Manage technical databases
E4	NON-CORE	Monitor Common Operational Picture (COP)
E4	NON-CORE	Operate software based analysis tools
E4	CORE	Perform content analysis
E4	CORE	Perform fusion analysis
E4	CORE	Perform metadata analysis
E5	CORE	Perform network mapping
E6	CORE	Supervise analysis of target activities
E5	CORE	Validate Signals Intelligence (SIGINT) support packages

CHAPTER 20



CRYPTOLOGIC TECHNICIAN (CT)

NAVPERS 18068-20K
CH-64

Updated: October 2015

TABLE OF CONTENTS
CRYPTOLOGIC TECHNICIAN (MAINTENANCE) (CTM)

SCOPE OF RATING	CT-4(M)
GENERAL INFORMATION	CT-5(M)
CRYPTOLOGIC SYSTEMS MAINTENANCE TECHNICIAN	CT-6(M)
COMMUNICATIONS	CT-6(M)
CRYPTOLOGIC ELECTRONIC MAINTENANCE	CT-7(M)
CRYPTOLOGIC MAINTENANCE ADMINISTRATION	CT-7(M)
CRYPTOLOGIC MAINTENANCE MANAGEMENT	CT-7(M)
CRYPTOLOGIC SYSTEMS NETWORK MAINTENANCE	CT-8(M)
CRYPTOLOGIC SYSTEMS SUPPORT	CT-8(M)
GENERAL INSTALLATION	CT-8(M)
INFORMATION ASSURANCE	CT-9(M)
LOGISTICS	CT-9(M)
SECURITY AND ADMINISTRATION	CT-9(M)
CRYPTOLOGIC SYSTEMS MAINTENANCE DIRECTOR	CT-11(M)
COMMUNICATIONS	CT-11(M)
CRYPTOLOGIC ELECTRONIC MAINTENANCE	CT-11(M)
CRYPTOLOGIC MAINTENANCE ADMINISTRATION	CT-11(M)
CRYPTOLOGIC MAINTENANCE MANAGEMENT	CT-12(M)
CRYPTOLOGIC SYSTEMS SUPPORT	CT-12(M)
GENERAL INSTALLATION	CT-12(M)
INFORMATION ASSURANCE	CT-12(M)
LOGISTICS	CT-12(M)
SECURITY AND ADMINISTRATION	CT-12(M)
CRYPTOLOGIC SYSTEMS ISTALLATION TECHNICIAN	CT-14(M)
COMMUNICATIONS	CT-14(M)
CRYPTOLOGIC ELECTRONIC MAINTENANCE	CT-14(M)
CRYPTOLOGIC MAINTENANCE ADMINISTRATION	CT-15(M)
CRYPTOLOGIC MAINTENANCE MANAGEMENT	CT-15(M)
CRYPTOLOGIC SYSTEMS NETWORK MAINTENANCE	CT-15(M)
CRYPTOLOGIC SYSTEMS SUPPORT	CT-15(M)

TABLE OF CONTENTS (cont'd)
CRYPTOLOGIC TECHNICIAN (MAINTENANCE) (CTM)

GENERAL INSTALLATION	CT-16(M)
INFORMATION ASSURANCE	CT-17(M)
LOGISTICS	CT-17(M)
SECURITY AND ADMINISTRATION	CT-17(M)

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

CRYPTOLOGIC TECHNICIAN (MAINTENANCE) (CTM)

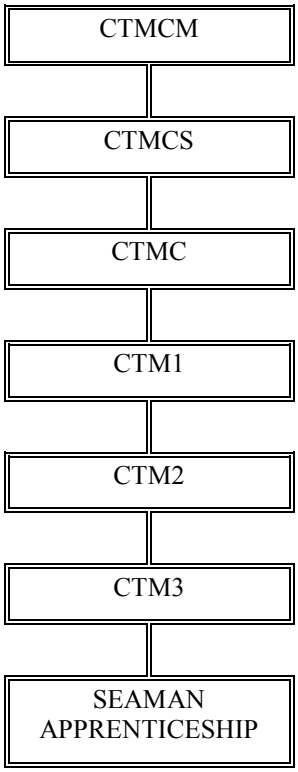
SCOPE OF RATING

Cryptologic Technicians (Maintenance) (CTM) maintain, configure, and install tactical cryptologic and ancillary systems used to conduct Information and Cyberspace Operations; design, install, test, certify, troubleshoot, repair or replace tactical cryptologic systems, physical security systems, electrical and electronic equipment, antennas, computer systems, interface networks, and ancillary equipment; implement Information Assurance (IA) policy; manage mission organizational level maintenance; and coordinate repair of command, control, communications, computer, and intelligence systems in support of surface, subsurface, air, special warfare units, and national consumers.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 20.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Cryptologic Systems Maintenance Technician 001035

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	CRYPTO SYSTEM MAINT TECHNICIAN	C SYS MNT TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTM	NECs 9224, 9225, 9229, 9289

Job Description

Cryptologic System Maintenance Technicians maintain and configure Tactical Cryptologic Systems (TCS) in support of Information and Cyberspace Operations worldwide to Navy, National Security Agency (NSA), and Department of Defense (DoD) national and theater level missions; perform organizational level maintenance on cryptographic and cryptologic systems, antennas, ancillary equipment, and communication devices; install, test, and troubleshoot servers and network components; and are associated with fleet and national operations afloat and ashore.

DoD Relationship

Group Title	*DoD Code*
Navigation, Communication, and Countermeasure, N.E.C.	110200

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Electrical and Electronics Repairers, Commercial and Industrial Equipment	49-2094.00	Installation, Maintenance and repair

Skills	Abilities
Equipment Maintenance	*Inductive Reasoning*
Installation	*Deductive Reasoning*
Equipment Selection	*Written Comprehension*
Systems Analysis	*Manual Dexterity*
Operation and Control	*Problem Sensitivity*
Critical Thinking	*Information Ordering*
Reading Comprehension	*Selective Attention*
Coordination	*Category Flexibility*
Quality Control Analysis	*Control Precision*
Systems Evaluation	*Finger Dexterity*

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Configure communication circuits
E4	NON-CORE	Configure telephone switches
E4	CORE	Install communication circuits
E4	CORE	Install communication signal cables
E4	CORE	Maintain antenna systems
E4	CORE	Maintain auxiliary communication equipment
E4	CORE	Maintain communication signal cables
E4	CORE	Maintain tactical cryptologic message routing systems
E4	CORE	Remove communication circuits
E4	CORE	Remove communication signal cables
E4	CORE	Test communication circuits
E4	CORE	Test Radio Frequency (RF) distribution units
E4	CORE	Troubleshoot auxiliary communication equipment
E4	CORE	Troubleshoot communication circuits

CRYPTOLOGIC ELECTRONIC MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Clean tactical cryptologic systems
E4	CORE	Configure tactical cryptologic computer systems
E4	CORE	Fabricate electronic systems cables (e.g. fiber, Radio Frequency (RF), etc.)
E4	CORE	Inspect antenna weatherization and bonding
E4	CORE	Inspect tactical cryptologic equipment
E5	CORE	Install field changes
E5	CORE	Install tactical cryptologic antenna systems
E4	CORE	Interpret electronic schematic diagrams
E4	CORE	Interpret test equipment results
E4	CORE	Maintain Electro-Magnetic Management Warfare (EMMW) capabilities on tactical cryptologic systems
E4	CORE	Maintain tactical cryptologic antenna systems
E4	CORE	Maintain tactical cryptologic computer equipment
E4	CORE	Maintain tactical cryptologic equipment
E4	CORE	Maintain tactical cryptologic RF distribution system
E4	NON-CORE	Operate tactical cryptologic equipment
E4	CORE	Repair communication signal cables
E5	CORE	Review Electromagnetic Interference (EMI) conflicts
E4	CORE	Troubleshoot electronic security systems
E4	CORE	Troubleshoot tactical cryptologic systems and peripheral equipment
E4	CORE	Verify test equipment functionality
E4	CORE	Verify test equipment requirements

CRYPTOLOGIC MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate installation plans
E4	CORE	Inventory Electronic Key Management System (EKMS) materials
E4	CORE	Inventory tactical cryptologic maintenance assets
E4	CORE	Maintain tactical cryptologic system domain accounts
E6	CORE	Perform tactical cryptologic systems training

CRYPTOLOGIC MAINTENANCE MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate cryptologic Combat System Training Team (CSTT) scenarios
E6	CORE	Develop cryptologic Combat System Training Team (CSTT) scenarios
E6	CORE	Supervise electronic systems maintenance
E6	CORE	Validate maintenance documents

CRYPTOLOGIC SYSTEMS NETWORK MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Configure tactical cryptologic systems networks
E4	CORE	Evaluate tactical cryptologic systems network performance
E4	CORE	Install tactical cryptologic systems network software
E4	CORE	Maintain tactical cryptologic systems
E4	CORE	Test tactical cryptologic systems networks
E4	CORE	Troubleshoot tactical cryptologic network components

CRYPTOLOGIC SYSTEMS SUPPORT

Paygrade	Task Type	Task Statements
E4	CORE	Assemble computer systems hardware
E4	CORE	Configure computer application software
E4	CORE	Configure computer Operating Systems (OS) software
E4	CORE	Configure network software
E4	CORE	Configure tactical cryptologic computer systems hardware
E4	CORE	Configure tactical cryptologic systems network hardware
E5	NON-CORE	Create computer shell scripts
E4	CORE	Execute computer shell scripts
E4	CORE	Install computer applications
E4	CORE	Install computer Operating Systems (OS) software
E4	CORE	Install tactical cryptologic computer systems software
E4	CORE	Maintain computer file systems
E4	CORE	Maintain remote computer files
E5	CORE	Modify computer shell scripts
E4	CORE	Perform network systems integration
E5	CORE	Plan network systems integration
E4	CORE	Remove computer application software
E4	CORE	Remove computer Operating Systems (OS) software
E4	CORE	Remove tactical cryptologic computer systems software
E4	CORE	Remove tactical cryptologic systems network software
E4	CORE	Restore computer data from backups
E4	CORE	Test cryptologic equipment operations
E4	CORE	Troubleshoot computer applications
E4	CORE	Troubleshoot computer Operating Systems (OS) software

GENERAL INSTALLATION

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate installation site surveys
E4	CORE	Fabricate cabling terminations (e.g. Radio Frequency (RF), network, power, etc.)
E6	CORE	Inspect equipment installations
E4	CORE	Install cable ducts

E4	CORE	Install Cryptologic Carry-On Program (CCOP) equipment
E4	CORE	Install electrical conduits
E4	CORE	Install electronic equipment racks
E4	NON-CORE	Install locking mechanisms
E4	CORE	Install minor scope projects
E4	CORE	Install network systems
E4	CORE	Install physical security equipment
E4	CORE	Install power panels
E4	CORE	Install shore electronic equipment
E4	NON-CORE	Operate installation tools
E4	CORE	Remove cable ducts
E4	CORE	Remove Cryptologic Carry-On Program (CCOP) equipment
E4	CORE	Remove electrical conduits
E4	CORE	Remove electronic equipment racks
E4	NON-CORE	Remove locking mechanisms
E4	CORE	Remove minor scope projects
E4	CORE	Remove network equipment
E4	CORE	Remove physical security equipment
E4	CORE	Remove power panels
E4	CORE	Remove shore electronic equipment
E5	NON-CORE	Troubleshoot locking mechanisms
E4	CORE	Verify cable standards application

INFORMATION ASSURANCE

Paygrade	Task Type	Task Statements
E4	CORE	Backup tactical cryptologic systems information
E5	CORE	Implement Information Assurance Vulnerability Alert (IAVA) procedures for tactical cryptologic systems
E4	CORE	Implement tactical cryptologic system Information Assurance (IA) security controls
E5	CORE	Maintain installation acceptance requirements
E4	CORE	Maintain tactical cryptologic system audit logs
E5	CORE	Maintain tactical cryptologic systems accreditation requirements
E4	CORE	Restore tactical cryptologic systems

LOGISTICS

Paygrade	Task Type	Task Statements
E6	CORE	Audit onboard repair parts requirements
E7	CORE	Manage Cryptologic Carry-On Program (CCOP) and tactical cryptologic systems

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access

E4	CORE	Destroy classified material
E6	CORE	Maintain Sensitive Compartmented Information Facility (SCIF) accreditation
E4	NON-CORE	Perform Disaster Recovery Plans (DRP)
E4	CORE	Perform Emergency Action Plans (EAP)
E4	CORE	Perform emergency destruction (e.g. hard drives, terminals, etc.)
E4	CORE	Safeguard classified material
E4	CORE	Store classified material
E5	CORE	Transport classified material
E5	CORE	Update classified material

Job Title **Job Code**

Cryptologic Systems Maintenance Director 001040

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Architecture and Engineering	TBD	CRYPTO SYSTEM MAINT DIRECTOR	C SYS MNT DIR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTM	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Cryptologic Systems Maintenance Directors manage and coordinate the installation and maintenance of Tactical Cryptologic Systems (TCS) in support of Information and Cyberspace Operations worldwide for Navy, National Security Agency (NSA), and Department of Defense (DoD) requirements; and are responsible for deployment schedules, installation planning, logistics support, personnel resource allocation, and fiscal analysis associated with fleet and national operations afloat and ashore.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Navigation, Communication, and Countermeasure, N.E.C.	110200	Electronics Engineering Technicians	17-3023.01	Architecture and Engineering

Skills	Abilities
Reading Comprehension	*Deductive Reasoning*
Quality Control Analysis	*Inductive Reasoning*
Coordination	*Information Ordering*
Critical Thinking	*Written Comprehension*
Speaking	*Oral Expression*
Equipment Selection	*Selective Attention*
Installation	*Written Expression*
Systems Analysis	*Control Precision*
Writing	*Problem Sensitivity*
Monitoring	*Manual Dexterity*

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Inspect communication systems

CRYPTOLOGIC ELECTRONIC MAINTENANCE

Paygrade	Task Type	Task Statements
E6	NON-CORE	Design tactical cryptologic antenna systems
E6	CORE	Evaluate electronic safety and inspection program effectiveness
E4	CORE	Interpret electronic schematic diagrams
E6	CORE	Manage electronic equipment status

CRYPTOLOGIC MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Determine tactical cryptologic equipment requirements
E7	CORE	Manage Cryptologic Carry-On Program (CCOP) or tactical cryptologic systems training
E7	CORE	Manage Electrostatic Discharge (ESD) programs
E6	CORE	Update station drawings

CRYPTOLOGIC MAINTENANCE MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Analyze maintenance trends
E6	CORE	Enforce local and fleet technical collaboration for maintenance actions
E7	CORE	Manage equipment maintenance
E7	CORE	Perform tactical cryptologic electronic equipment installation Quality Assurance (QA)
E6	CORE	Supervise electronic systems maintenance
E7	CORE	Validate acceptance testing programs
E7	CORE	Validate information systems accreditation packages
E7	CORE	Validate Integrated Logistic Support (ILS) documentation
E6	CORE	Validate maintenance documents
E6	CORE	Validate minimum equipment requirements
E6	CORE	Validate technician performance

CRYPTOLOGIC SYSTEMS SUPPORT

Paygrade	Task Type	Task Statements
E6	CORE	Manage network systems integration

GENERAL INSTALLATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve installation plans
E7	CORE	Audit station drawings
E6	CORE	Coordinate installation site surveys
E6	CORE	Inspect equipment installations

INFORMATION ASSURANCE

Paygrade	Task Type	Task Statements
E7	CORE	Manage installation acceptance requirements
E7	CORE	Manage tactical cryptologic and ancillary systems accreditation requirements

LOGISTICS

Paygrade	Task Type	Task Statements
E6	CORE	Audit onboard repair parts requirements
E6	CORE	Conduct installation site surveys
E7	CORE	Determine direct support personnel augmentation
E7	CORE	Manage Cryptologic Carry-On Program (CCOP) and tactical cryptologic systems
E7	CORE	Manage logistic support

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E4	CORE	Destroy classified material
E7	CORE	Implement Disaster Recovery Plans (DRP)
E7	CORE	Implement Emergency Action Plans (EAP)

E6	CORE	Maintain Sensitive Compartmented Information Facility (SCIF) accreditation
E4	CORE	Safeguard classified material
E4	CORE	Store classified material
E5	CORE	Transport classified material
E5	CORE	Update classified material

Job Title **Job Code**

Cryptologic Systems Installation Technician 002729

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	CRYPTO SYSTEM INSTAL TECH	C SYS INST TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTM	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Cryptologic Systems Installation Technicians install, certify, and maintain Tactical Cryptologic Systems (TCS) in support of Information and Cyberspace Operations; identify, develop, and implement architecture and infrastructure design; ensure network system integrity, regulatory compliance, and information assurance; perform installation of cable transport, cabling, network configuration, network engineering, telecommunications, electrical wiring, cable installation, and termination; perform circuit design and activation; read, develop, and verify schematic drawings; conduct site surveys and equipment training, equipment removal/modifications, and logistical support; track equipment movement; and perform operational requirements testing and certification for cryptographic, cryptologic, and physical security equipment functions supporting fleet and national operations afloat and ashore.

DoD Relationship

Group Title	*DoD Code*
Navigation, Communication, and Countermeasure, N.E.C.	110200

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Electrical and Electronics Repairers, Commercial and Industrial Equipment	49-2094.00	Installation, Maintenance, and Repair

Skills	Abilities
Equipment Maintenance	*Inductive Reasoning*
Installation	*Deductive Reasoning*
Systems Analysis	*Written Comprehension*
Equipment Selection	*Manual Dexterity*
Operation and Control	*Problem Sensitivity*
Critical Thinking	*Information Ordering*
Reading Comprehension	*Selective Attention*
Coordination	*Control Precision*
Quality Control Analysis	*Arm-Hand Steadiness*
Systems Evaluation	*Category Flexibility*

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Configure communication circuits
E4	NON-CORE	Configure telephone switches
E4	CORE	Install communication circuits
E4	CORE	Install communication signal cables
E4	CORE	Maintain antenna systems
E4	CORE	Maintain communication signal cables
E4	CORE	Remove communication circuits
E4	CORE	Remove communication signal cables
E4	CORE	Test communication circuits
E4	CORE	Test Radio Frequency (RF) distribution units

CRYPTOLOGIC ELECTRONIC MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Configure tactical cryptologic computer systems
E4	CORE	Fabricate electronic systems cables (e.g. fiber, Radio Frequency (RF), etc.)
E4	CORE	Inspect antenna weatherization and bonding
E4	CORE	Inspect tactical cryptologic equipment

E5	CORE	Install tactical cryptologic antenna systems
E4	CORE	Interpret electronic schematic diagrams
E4	CORE	Interpret test equipment results
E4	CORE	Maintain Electro-Magnetic Management Warfare (EMMW) capabilities on tactical cryptologic systems
E4	CORE	Maintain tactical cryptologic antenna systems
E4	CORE	Maintain tactical cryptologic computer equipment
E4	CORE	Maintain tactical cryptologic equipment
E4	CORE	Maintain tactical cryptologic RF distribution system
E4	NON-CORE	Operate tactical cryptologic equipment
E4	CORE	Repair communication signal cables
E5	CORE	Review Electromagnetic Interference (EMI) conflicts
E4	CORE	Troubleshoot electronic security systems
E4	CORE	Troubleshoot tactical cryptologic systems and peripheral equipment
E4	CORE	Verify test equipment functionality
E4	CORE	Verify test equipment requirements

CRYPTOLOGIC MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate installation plans
E4	CORE	Inventory Electronic Key Management System (EKMS) materials
E4	CORE	Inventory tactical cryptologic maintenance assets
E6	CORE	Perform tactical cryptologic systems training

CRYPTOLOGIC MAINTENANCE MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Validate maintenance documents

CRYPTOLOGIC SYSTEMS NETWORK MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Configure tactical cryptologic systems networks
E4	CORE	Evaluate tactical cryptologic systems network performance
E4	CORE	Install tactical cryptologic systems network software
E4	CORE	Maintain tactical cryptologic systems
E4	CORE	Test tactical cryptologic systems networks
E4	CORE	Troubleshoot tactical cryptologic network components

CRYPTOLOGIC SYSTEMS SUPPORT

Paygrade	Task Type	Task Statements
E4	CORE	Assemble computer systems hardware
E4	CORE	Configure computer application software
E4	CORE	Configure computer Operating Systems (OS) software
E4	CORE	Configure network software
E4	CORE	Configure tactical cryptologic computer systems hardware

E4	CORE	Configure tactical cryptologic systems network hardware
E5	NON-CORE	Create computer shell scripts
E4	CORE	Execute computer shell scripts
E4	CORE	Install computer applications
E4	CORE	Install computer Operating Systems (OS) software
E4	CORE	Install tactical cryptologic computer systems software
E4	CORE	Maintain computer file systems
E4	CORE	Maintain remote computer files
E5	CORE	Modify computer shell scripts
E4	CORE	Perform network systems integration
E5	CORE	Plan network systems integration
E4	CORE	Remove computer application software
E4	CORE	Remove computer Operating Systems (OS) software
E4	CORE	Remove tactical cryptologic computer systems software
E4	CORE	Remove tactical cryptologic systems network software
E4	CORE	Restore computer data from backups
E4	CORE	Test cryptologic equipment operations
E4	CORE	Troubleshoot computer applications
E4	CORE	Troubleshoot computer Operating Systems (OS) software

GENERAL INSTALLATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve installation plans
E6	CORE	Coordinate installation site surveys
E4	CORE	Fabricate cabling terminations (e.g. Radio Frequency (RF), network, power, etc.)
E6	CORE	Inspect equipment installations
E4	CORE	Install cable ducts
E4	CORE	Install Cryptologic Carry-On Program (CCOP) equipment
E4	CORE	Install electrical conduits
E4	CORE	Install electronic equipment racks
E4	NON-CORE	Install intrusion detection systems
E4	NON-CORE	Install locking mechanisms
E4	CORE	Install minor scope projects
E4	CORE	Install network systems
E4	CORE	Install power panels
E4	CORE	Install shore electronic equipment
E4	NON-CORE	Operate installation tools
E4	CORE	Remove cable ducts
E4	CORE	Remove Cryptologic Carry-On Program (CCOP) equipment
E4	CORE	Remove electrical conduits
E4	CORE	Remove electronic equipment racks

E4	NON-CORE	Remove locking mechanisms
E4	CORE	Remove minor scope projects
E4	CORE	Remove network equipment
E4	CORE	Remove physical security equipment
E4	CORE	Remove power panels
E4	CORE	Remove shore electronic equipment
E5	NON-CORE	Troubleshoot locking mechanisms
E4	CORE	Verify cable standards application

INFORMATION ASSURANCE

Paygrade	Task Type	Task Statements
E4	CORE	Backup tactical cryptologic systems information
E5	CORE	Implement Information Assurance Vulnerability Alert (IAVA) procedures for tactical cryptologic systems
E4	CORE	Implement tactical cryptologic system Information Assurance (IA) security controls
E5	CORE	Maintain installation acceptance requirements
E4	CORE	Maintain tactical cryptologic system audit logs
E5	CORE	Maintain tactical cryptologic systems accreditation requirements
E4	CORE	Restore tactical cryptologic systems

LOGISTICS

Paygrade	Task Type	Task Statements
E6	CORE	Audit onboard repair parts requirements
E6	CORE	Conduct installation site surveys

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E4	CORE	Destroy classified material
E6	CORE	Maintain Sensitive Compartmented Information Facility (SCIF) accreditation
E4	NON-CORE	Perform Disaster Recovery Plans (DRP)
E4	CORE	Perform Emergency Action Plans (EAP)
E4	CORE	Perform emergency destruction (e.g. hard drives, terminals, etc.)
E4	CORE	Safeguard classified material
E4	CORE	Store classified material
E5	CORE	Transport classified material
E5	CORE	Update classified material

CHAPTER 20

CRYPTOLOGIC TECHNICIAN (CT)

NAVPERS 18068-20K
CH-63

Updated: July 2015

TABLE OF CONTENTS
CRYPTOLOGIC TECHNICIAN (NETWORKS) (CTN)

SCOPE OF RATING	CTN-3
GENERAL INFORMATION	CTN-4
CRYPTOLOGIC CYBERSPACE ANALYST	CTN-5
CYBER DEVELOPMENT AND EVALUATION	CTN-5
DEFENSIVE CYBER OPERATIONS (DCO)	CTN-5
FORENSIC ANALYSIS	CTN-5
MISSION COORDINATION	CTN-6
NETWORK ANALYSIS	CTN-6
OFFENSIVE CYBER OPERATIONS (OCO)	CTN-6
SENSITIVE COMPARTMENTED INFORMATION (SCI) PROTECTION	CTN-6
SYSTEMS ANALYSIS	CTN-7
TARGET DEVELOPMENT	CTN-7
VULNERABILITY ANALYSIS	CTN-7
CYBERSPACE PLANNER	CTN-8
CYBER PLANNING	CTN-8
MISSION COORDINATION	CTN-10
OFFENSIVE CYBER OPERATIONS (OCO)	CTN-10
SENSITIVE COMPARTMENTED INFORMATION (SCI) PROTECTION	CTN-10
TARGET DEVELOPMENT	CTN-10
VULNERABILITY ANALYSIS	CTN-10
CRYPTOLOGIC CYBERSPACE OPERATOR	CTN-11
CYBER DEVELOPMENT AND EVALUATION	CTN-11
DEFENSIVE CYBERSPACE OPERATIONS (DCO)	CTN-11
FORENSIC ANALYSIS	CTN-11
MISSION COORDINATION	CTN-12
NETWORK ANALYSIS	CTN-12
OFFENSIVE CYBER OPERATIONS (OCO)	CTN-12
SENSITIVE COMPARTMENTED INFORMATION (SCI) PROTECTION	CTN-12
SYSTEMS ANALYSIS	CTN-13
TARGET DEVELOPMENT	CTN-13
VULNERABILITY ANALYSIS	CTN-13

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

CRYPTOLOGIC TECHNICIAN (NETWORKS) (CTN)

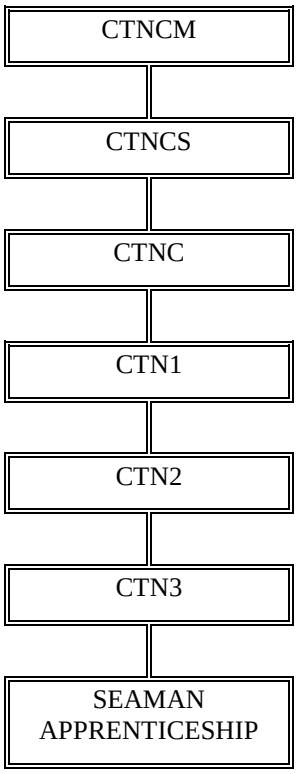
SCOPE OF RATING

Cryptologic Technicians (Networks) (CTN) plan, develop, and execute offensive and defensive Cyberspace Operations; perform Cyber Defense, Digital Forensics, Network Exploitation, Research and Development, and Cyber Planning in support of national, fleet, and joint requirements.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 20.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For additional rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Cryptologic Cyberspace Analyst 003006

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	CRYPTOLOGIC CYBERSPACE ANALYST	CRYPTO CYB ANL

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTN	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Cryptologic Cyberspace Analysts conduct analysis in support of offensive and defensive cyberspace operations to meet national, fleet, and joint requirements; and perform cyberspace target development and exploitation analysis, Indications and Warning (I&W), Attack Sensing and Warning (AS&W), forensic analysis, discovery, and counter-infiltration.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Analysis	123200	Computer Network Support Specialists	15-1152.00	Computer and Mathematical

Skills	Abilities
Complex Problem Solving	*Inductive Reasoning*
Operations Analysis	*Selective Attention*
Reading Comprehension	*Speech Clarity*
Active Learning	*Deductive Reasoning*
Judgment and Decision Making	*Written Expression*
Systems Analysis	*Oral Expression*
Management of Personnel Resources	*Originality*
Mathematics	*Written Comprehension*
Systems Evaluation	*Mathematical Reasoning*
Critical Thinking	*Oral Comprehension*

CYBER DEVELOPMENT AND EVALUATION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Configure virtualized development environments
E4	NON-CORE	Develop capabilities using basic level programing languages
E6	NON-CORE	Develop cyberspace operations tools, capabilities, and platforms
E6	NON-CORE	Interpret assembly code
E4	CORE	Interpret basic level source code
E5	NON-CORE	Interpret intermediate level source code
E7	NON-CORE	Maintain cyberspace operations tools, capabilities, and platforms

DEFENSIVE CYBER OPERATIONS (DCO)

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate with Defensive Cyber Operations (DCO) partners and consumers
E4	CORE	Detect network vulnerabilities
E6	CORE	Evaluate information networks defensive posture of information networks
E5	CORE	Prevent unauthorized cyber operations

FORENSIC ANALYSIS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate forensic processes
E5	CORE	Document forensic processes and evidence collection

E6	NON-CORE	Perform advanced analysis
E5	CORE	Perform basic analysis
E4	CORE	Prepare target environments

MISSION COORDINATION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Coordinate cyberspace operations with partners
E6	CORE	Deconflict legal processes
E6	CORE	Deconflict network operations
E5	CORE	Identify potential threats posed by target networks
E7	CORE	Identify reportable intelligence
E6	CORE	Manage collection requirements
E7	CORE	Perform operational preparation of the environment in support of cyberspace operations
E7	CORE	Validate technical aspects of cyberspace operation products

NETWORK ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze network security architecture components
E4	CORE	Analyze network vulnerabilities
E4	CORE	List network security architecture components
E4	CORE	Perform network traffic analysis
E4	CORE	Perform packet analysis

OFFENSIVE CYBER OPERATIONS (OCO)

Paygrade	Task Type	Task Statements
E5	CORE	Analyze raw data
E5	CORE	Analyze remote system environments
E5	CORE	Analyze remote targets for software pre-positioning
E4	CORE	Analyze software and hardware
E6	CORE	Assess technical impact of tools and techniques on a specific target
E5	NON-CORE	Develop offensive cyber Operations Plans (OPLAN)
E5	CORE	Maintain authorities based situational awareness
E5	NON-CORE	Maintain operational and technical situational awareness
E5	CORE	Provide technical solutions from all source data

SENSITIVE COMPARTMENTED INFORMATION (SCI) PROTECTION

Paygrade	Task Type	Task Statements
E4	CORE	Control access to restricted areas
E4	CORE	Destroy classified materials
E6	CORE	Document receipt of classified materials
E4	CORE	Implement Emergency Action Plans (EAP)
E4	CORE	Implement physical security measures
E4	CORE	Inventory classified materials
E7	CORE	Issue classified materials

E4	CORE	Maintain Sensitive Compartmented Information Facilities (SCIF) access control
E4	CORE	Safeguard classified materials
E4	CORE	Store classified materials
E5	CORE	Update classified materials

SYSTEMS ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze common system services
E4	CORE	Analyze network security architecture components
E4	CORE	Analyze Operating System (OS) characteristics
E5	NON-CORE	Define basic structure and architecture of networks (e.g. wired, wireless, cellular)
E4	CORE	Define Operating System (OS) network roles for network devices
E4	CORE	Perform file system analysis (e.g. file structures, hierarchies, management, etc.)

TARGET DEVELOPMENT

Paygrade	Task Type	Task Statements
E5	CORE	Analyze events for intelligence value
E4	CORE	Analyze metadata
E4	CORE	Analyze remote target network composition
E4	CORE	Analyze remote target network functions
E5	CORE	Compile multiple source data
E4	CORE	Develop network map
E4	CORE	Develop target templates
E4	CORE	Gather target information
E4	NON-CORE	Provide cyber Concept of Operations (CONOP) input

VULNERABILITY ANALYSIS

Paygrade	Task Type	Task Statements
E5	CORE	Analyze intrusion set activities
E5	CORE	Analyze network intrusion global threat activity data
E4	CORE	Analyze target network vulnerabilities
E6	CORE	Coordinate vulnerability scanning of target networks
E5	CORE	Report current/emerging cyber threats, intrusions, incidents, and events
E5	CORE	Report intrusion set activities

Job Title

Cyberspace Planner

Job Code

003103

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Management	TBD	CYBERSPACE PLANNER	CYBRSPACE PLNR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTN	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Cyberspace Planners perform in-depth targeting and cyber planning; conduct strategic and operational level planning across the full range of operations for integrated information and cyberspace operations; gather information; and develop detailed plans and orders in support of joint, fleet, and, national requirements.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Analysis	123200	Computer and Information Systems Managers	11-3021.00	Management

Skills	Abilities
Judgment and Decision Making	*Written Expression*
Complex Problem Solving	*Inductive Reasoning*
Critical Thinking	*Information Ordering*
Coordination	*Written Comprehension*
Reading Comprehension	*Mathematical Reasoning*
Systems Evaluation	*Oral Comprehension*
Operations Analysis	*Oral Expression*
Systems Analysis	*Selective Attention*
Active Learning	*Speech Clarity*
Writing	*Deductive Reasoning*

CYBER PLANNING

Paygrade	Task Type	Task Statements
E7	CORE	Access event data to determine Commander's Critical Information Requirements (CCIR) criteria
E7	CORE	Analyze data (e.g. Battle Damage Assessment (BDA), measures of performance, measures of effectiveness)
E7	CORE	Assess strategic impact of tools and techniques on specific targets
E7	CORE	Conduct mission analysis
E7	CORE	Contact intelligence community partners to obtain cyber-related information
E7	NON-CORE	Coordinate cyberspace operations with Special Access Program (SAP)/Integrated Joint Special Technical Operations (IJSTO) planners
E6	NON-CORE	Coordinate deployments to support cyberspace operations and exercises
E7	CORE	Counter enemy possible actions or reactions using Joint Intelligence Preparation of Operational Environment (JIPOE) information
E7	CORE	Determine best suited indicators to achieve cyberspace objectives
E7	CORE	Develop Concept of Operations (CONOP)
E7	CORE	Develop cyberspace operation support plans
E7	CORE	Develop cyberspace operations within Information Operations (IO) campaign plans
E7	CORE	Develop cyberspace-related plans (e.g. Operation Plan (OPLAN), Concept of Operations Plan (CONPLAN), Concept of Operations (CONOP), etc.)
E7	CORE	Develop cyberspace-related Tactics, Techniques, and Procedures (TTP)

E7	CORE	Develop deliberate and/or crisis action plans
E7	CORE	Develop end state and commanders objectives
E7	CORE	Develop mission planning and force execution documents
E7	CORE	Develop Operational Plans (OPLAN) and Operational Orders (OPORD) at the strategic, operational, and tactical levels of warfare
E7	CORE	Develop target and prioritization
E7	CORE	Draft Cyber Effects Request Forms (CERF) in support of operational planning
E7	NON-CORE	Draft exercise schedule of events
E7	CORE	Evaluate planning cycle intelligence estimates
E7	CORE	Execute cyberspace-related plans (e.g. Operation Plan (OPLAN), Concept of Operations Plan (CONPLAN), Concept of Operations (CONOP), etc.)
E7	CORE	Gather synchronization of non-kinetic effects into the joint targeting cycle support data
E7	NON-CORE	Identify authorities and Standing Rules of Engagement (SROE) for cyberspace operations planning
E7	CORE	Identify cyber-related intelligence requirements
E7	CORE	Identify Intelligence gaps
E7	CORE	Implement course of action to address Commander's Critical Information Requirements (CCIR) event
E7	CORE	Implement cyberspace-related plans (e.g. Operation Plan (OPLAN), Concept of Operations Plan (CONPLAN), Concept of Operations (CONOP), etc.) and orders (e.g. Operational Orders (OPORD), Fragmentary Order (FRAGO), Warning Order (WARNORD), etc.)
E7	CORE	Incorporate Counter Espionage (CE), Cyber Counterintelligence (CI), Operation Security (OPSEC), and Communications Security (COMSEC) support plans
E7	CORE	Initiate cyberspace planning
E7	CORE	Integrate cyberspace planning efforts with other organizations and combatant commands
E7	CORE	Maintain deliberate and/or crisis action plans
E7	NON-CORE	Maintain situational awareness of cyber-related intelligence requirements
E7	CORE	Participate in long-range or strategic planning with other Department of Defense (DoD) and non-Department of Defense (DoD) cyberspace operations partners
E7	CORE	Perform Course of Action (COA) approvals
E7	CORE	Perform Course of Action (COA) comparison and wargaming
E7	CORE	Perform Course of Action (COA) development
E7	CORE	Perform cyberspace assessments
E6	NON-CORE	Prepare real world threat information scenarios
E7	CORE	Prioritize cyber-related intelligence requirements
E7	CORE	Provide operational support input (e.g. admin and log elements)
E7	CORE	Provide reporting (e.g. Battle Damage Assessment (BDA), measures of performance, and measures of effectiveness) to evaluate follow-on actions
E7	CORE	Recommend targets based on Signals Intelligence (SIGINT) reporting
E7	CORE	Respond to requests for deconfliction of cyberspace operations

E7	NON-CORE	Review capability analysis
E7	CORE	Review cyberspace-related Tactics, Techniques, and Procedures (TTP)

MISSION COORDINATION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Coordinate cyberspace operations with partners
E6	CORE	Deconflict legal processes
E6	CORE	Deconflict network operations
E5	CORE	Identify potential threats posed by target networks
E7	CORE	Identify reportable intelligence
E6	CORE	Manage collection requirements
E7	CORE	Perform operational preparation of the environment in support of cyberspace operations

OFFENSIVE CYBER OPERATIONS (OCO)

Paygrade	Task Type	Task Statements
E6	CORE	Assess technical impact of tools and techniques on a specific target
E5	CORE	Conduct Computer Network Attack (CNA) operations
E5	CORE	Maintain authorities based situational awareness

SENSITIVE COMPARTMENTED INFORMATION (SCI) PROTECTION

Paygrade	Task Type	Task Statements
E4	CORE	Control access to restricted areas
E4	CORE	Destroy classified materials
E6	CORE	Document receipt of classified materials
E4	CORE	Implement Emergency Action Plans (EAP)
E4	CORE	Implement physical security measures
E4	CORE	Inventory classified materials
E7	CORE	Issue classified materials
E4	CORE	Maintain Sensitive Compartmented Information Facilities (SCIF) access control
E4	CORE	Safeguard classified materials
E4	CORE	Store classified materials
E5	CORE	Update classified materials

TARGET DEVELOPMENT

Paygrade	Task Type	Task Statements
E5	CORE	Analyze events for intelligence value
E5	CORE	Compile multiple source data
E4	CORE	Gather target information
E4	NON-CORE	Provide cyber Concept of Operations (CONOP) input

VULNERABILITY ANALYSIS

Paygrade	Task Type	Task Statements
E5	CORE	Analyze network intrusion global threat activity data
E7	CORE	Assess target network vulnerabilities

Job Title

Cryptologic Cyberspace Operator

Job Code

003303

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	CRYPTOLOGIC CYBERSPACE OPR	CRYPTO CYB OPR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTN	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Cryptologic Cyberspace Operators perform operations in support of offensive and defensive missions to meet national, fleet, and joint requirements; and perform exploitation and attack operations, software testing and evaluation, threat emulation, intelligence collection, and close access operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Analysis	123200	Computer Network Support Specialists	15-1152.00	Computer and Mathematical

Skills	Abilities
Complex Problem Solving	*Inductive Reasoning*
Active Learning	*Deductive Reasoning*
Judgment and Decision Making	*Selective Attention*
Operations Analysis	*Speech Clarity*
Reading Comprehension	*Written Expression*
Systems Analysis	*Written Comprehension*
Systems Evaluation	*Mathematical Reasoning*
Critical Thinking	*Oral Comprehension*
Management of Personnel Resources	*Oral Expression*
Mathematics	*Originality*

CYBER DEVELOPMENT AND EVALUATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Develop capabilities using basic level programing languages
E5	NON-CORE	Develop capabilities using intermediate level programing languages
E6	NON-CORE	Evaluate cyberspace operations software tools, capabilities, and platforms
E6	NON-CORE	Interpret assembly code
E4	CORE	Interpret basic level source code
E5	NON-CORE	Interpret intermediate level source code

DEFENSIVE CYBER OPERATIONS (DCO)

Paygrade	Task Type	Task Statements
E4	CORE	Detect network vulnerabilities
E6	CORE	Evaluate information networks defensive posture of information networks
E5	CORE	Prevent unauthorized cyber operations

FORENSIC ANALYSIS

Paygrade	Task Type	Task Statements
E5	CORE	Perform basic analysis
E4	CORE	Prepare target environments

MISSION COORDINATION

Paygrade	Task Type	Task Statements
E6	CORE	Deconflict legal processes
E6	CORE	Deconflict network operations
E5	CORE	Identify potential threats posed by target networks
E7	CORE	Identify reportable intelligence
E7	CORE	Perform operational preparation of the environment in support of cyberspace operations
E7	CORE	Validate technical aspects of cyberspace operation products

NETWORK ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze network security architecture components
E4	CORE	Analyze network vulnerabilities
E4	CORE	List network security architecture components
E4	CORE	Perform network traffic analysis
E4	CORE	Perform packet analysis

OFFENSIVE CYBER OPERATIONS (OCO)

Paygrade	Task Type	Task Statements
E5	CORE	Analyze raw data
E5	CORE	Analyze remote system environments
E5	CORE	Analyze remote targets for software pre-positioning
E4	CORE	Analyze software and hardware
E6	CORE	Assess technical impact of tools and techniques on a specific target
E6	NON-CORE	Conduct access operations
E6	NON-CORE	Conduct close access network operations
E5	CORE	Conduct Computer Network Attack (CNA) operations
E6	NON-CORE	Conduct Computer Network Exploitation (CNE) operations
E5	CORE	Maintain authorities based situational awareness
E5	CORE	Provide technical solutions from all source data
E6	NON-CORE	Survey collection and analysis of wireless data

SENSITIVE COMPARTMENTED INFORMATION (SCI) PROTECTION

Paygrade	Task Type	Task Statements
E4	CORE	Control access to restricted areas
E4	CORE	Destroy classified materials
E6	CORE	Document receipt of classified materials
E4	CORE	Implement Emergency Action Plans (EAP)
E4	CORE	Implement physical security measures
E4	CORE	Inventory classified materials
E7	CORE	Issue classified materials
E4	CORE	Maintain Sensitive Compartmented Information Facilities (SCIF) access control

E4	CORE	Safeguard classified materials
E4	CORE	Store classified materials
E5	CORE	Update classified materials

SYSTEMS ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze common system services
E4	CORE	Analyze network security architecture components
E4	CORE	Analyze Operating System (OS) characteristics
E5	NON-CORE	Define basic structure and architecture of networks (e.g. wired, wireless, cellular)
E4	CORE	Define Operating System (OS) network roles for network devices
E4	CORE	Perform file system analysis (e.g. file structures, hierarchies, management, etc.)

TARGET DEVELOPMENT

Paygrade	Task Type	Task Statements
E5	CORE	Analyze events for intelligence value
E4	CORE	Analyze metadata
E4	CORE	Analyze remote target network composition
E4	CORE	Analyze remote target network functions
E6	NON-CORE	Assess physical characteristics of the target environment
E5	CORE	Compile multiple source data
E6	NON-CORE	Construct virtualized network based on target data
E4	CORE	Develop network map
E4	CORE	Gather target information
E4	NON-CORE	Provide cyber Concept of Operations (CONOP) input

VULNERABILITY ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze target network vulnerabilities

CHAPTER 20

CRYPTOLOGIC TECHNICIAN (CT)

NAVPERS 18068-20K
CH-63

Updated: July 2015

TABLE OF CONTENTS
CRYPTOLOGIC TECHNICIAN (COLLECTIONS) (CTR)

SCOPE OF RATING	CTR-4
GENERAL INFORMATION	CTR-5
SIGNALS INTELLIGENCE COLLECTION ANALYST AND REPORTER	CTR-6
COLLECTIONS	CTR-6
COMMUNICATION ELECTRONIC ATTACK	CTR-7
COMMUNICATION EXTERNALS ANALYSIS	CTR-8
GEOLOCATION	CTR-8
GEOSPACIAL META-DATA ANALYSIS	CTR-8
INFORMATION OPERATIONS	CTR-8
REPORTING	CTR-8
RESEARCH AND ANALYSIS	CTR-9
RESOURCE MANAGEMENT	CTR-9
SECURITY AND ADMINISTRATION	CTR-9
SIGNALS ANALYSIS	CTR-9
TARGET ANALYSIS	CTR-10
COMMUNICATION INTELLIGENCE COLLECTION SIGNALS ANALYST	CTR-11
COLLECTIONS	CTR-11
COMMUNICATION ELECTRONIC ATTACK	CTR-12
COMMUNICATION EXTERNALS ANALYSIS	CTR-12
GEOLOCATION	CTR-13
GEOSPATIAL META-DATA ANALYSIS	CTR-13
INFORMATION OPERATIONS	CTR-13
REPORTING	CTR-13
RESEARCH AND ANALYSIS	CTR-13
RESOURCE MANAGEMENT	CTR-13
SECURITY AND ADMINISTRATION	CTR-14
SIGNALS ANALYSIS	CTR-14
TARGET ANALYSIS	CTR-15
COLLECTION OPERATIONS MANAGER	CTR-16
COLLECTIONS	CTR-16
COMMUNICATION ELECTRONIC ATTACK	CTR-17
COMMUNICATION EXTERNALS ANALYSIS	CTR-17
GEOLOCATION	CTR-17
INFORMATION OPERATIONS	CTR-17

TABLE OF CONTENTS (cont'd)
CRYPTOLOGIC TECHNICIAN (COLLECTIONS) (CTR)

REPORTING	CTR-17
RESEARCH AND ANALYSIS	CTR-18
RESOURCE MANAGEMENT	CTR-18
SECURITY AND ADMINISTRATION	CTR-18
SIGNALS ANALYSIS	CTR-18
TARGET ANALYSIS	CTR-19
COLLECTION OPERATOR	CTR-20
COLLECTIONS	CTR-20
COMMUNICATION ELECTRONIC ATTACK	CTR-20
COMMUNICATION EXTERNALS ANALYSIS	CTR-21
GEOLOCATION	CTR-21
GEOSPATIAL META-DATA ANALYSIS	CTR-21
INFORMATION OPERATIONS	CTR-21
REPORTING	CTR-21
RESOURCE MANAGEMENT	CTR-21
SECURITY AND ADMINISTRATION	CTR-21
SIGNALS ANALYSIS	CTR-22
TARGET ANALYSIS	CTR-22

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

CRYPTOLOGIC TECHNICIAN (COLLECTION) (CTR)

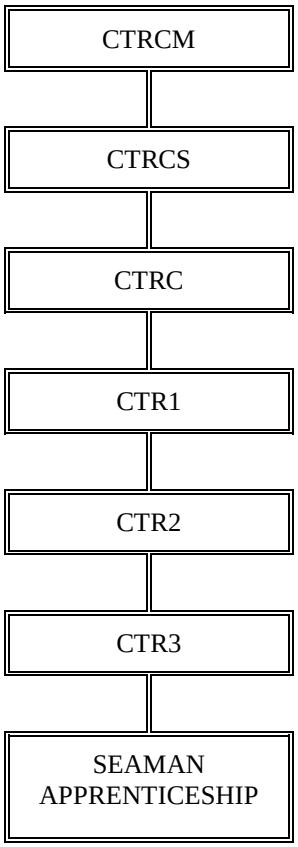
SCOPE OF RATING

Cryptologic Technicians (Collection) (CTR) operate state-of-the-art computer systems to conduct Information and Cyberspace Operations; collect, analyze and exploit signals of interest to identify, locate and report worldwide threats; control and safeguard access to classified material and information systems; provide tactical and strategic signals intelligence, technical guidance, digital network intelligence, and information warfare support to surface, subsurface, air, special warfare units, and national consumers to maintain information dominance.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 20.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements refer to MILPERSMAN article 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Code **Job Title**

Signals Intelligence Collection Analyst and Reporter 001072

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	SIG INTEL COL ANAL AND REP	SIGINT COL REP

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTR	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Signals Intelligence Collection Analysts and Reporters develop targets in support of Information Operations (IO); collect, analyze, and fuse target communications and multiple source information identifying Essential Elements of Information (EEIs) to map and develop target networks, execute geolocation operations and data extractions; access and manipulate databases to perform planning and fusion analysis; develop targets for communications Electronic Attack (EA) planning, execution, and assessment; provide Area of Responsibility (AOR) specific Signals Intelligence (SIGINT) trend and predictive analysis in support of Priority Intelligence Requirements (PIRs); draft and disseminate Signals Intelligence (SIGINT) reports, cryptologic mission reports, emergency action plans, and sanitized product reports; and comply with classified information storage, transportation, and protection requirements.

DoD Relationship

Group Title	*DoD Code*
Intercept Operators (Code and Non-Code)	123100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Computer Programmers	15-1131.00	Computer and Mathematical

Skills	Abilities
Critical Thinking	*Information Ordering*
Complex Problem Solving	*Inductive Reasoning*
Active Learning	*Deductive Reasoning*
Operations Analysis	*Category Flexibility*
Reading Comprehension	*Written Expression*
Operation and Control	*Speed of Closure*
Systems Analysis	*Written Comprehension*
Coordination	*Memorization*
Judgment and Decision Making	*Oral Expression*
Management of Material Resources	*Selective Attention*

COLLECTIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust antennas for optimal signals exploitation
E4	CORE	Allocate Signals Intelligence (SIGINT) collection resources
E4	CORE	Analyze intercept to identify Essential Elements of Information (EEI)
E4	CORE	Brief Signals Intelligence (SIGINT) operations
E4	CORE	Collect Signals Of Interest (SOI)
E4	CORE	Configure receivers for signals exploitation
E4	CORE	Connect equipment for optimal signals collection
E4	CORE	Correlate case notations
E4	CORE	Disseminate Indications and Warning (I&W) to tactical commanders
E5	CORE	Evaluate analysis and reporting operations
E6	CORE	Evaluate cryptologic operations
E4	CORE	Execute commands within various operating systems
E5	CORE	Exploit Electromagnetic (EM) spectrum
E4	CORE	Forward digitized signals
E4	CORE	Identify antennas and transmission lines

E4	CORE	Identify PROFORMA signal functions
E4	CORE	Implement cryptologic taskings
E4	CORE	Implement Signal Descriptor Files (SDF)
E5	CORE	Implement Signals Collection Plan (SCP)
E4	CORE	Monitor Signals of Interest (SOI) frequencies
E4	CORE	Operate collection systems
E5	CORE	Operate computer software for intermediate analysis
E4	CORE	Operate demodulators
E4	CORE	Operate multiple operating systems
E4	CORE	Operate software-based analysis tools
E4	CORE	Operate spectrum analyzer
E4	CORE	Perform geolocation/Direction Finding (DF) of distress signals
E4	CORE	Perform target exploitation
E4	CORE	Provide inputs for Signals Intelligence (SIGINT) reports
E4	CORE	Record signals
E4	CORE	Select antennas for signals exploitation
E4	CORE	Select receivers for signals exploitation
E4	CORE	Set up collection systems
E5	CORE	Supervise collection operations
E4	CORE	Troubleshoot system equipment failures and errors
E4	CORE	Troubleshoot system software failures and errors
E6	CORE	Verify existing directives and guidance

COMMUNICATION ELECTRONIC ATTACK

Paygrade	Task Type	Task Statements
E5	CORE	Assess Measures of Performance (MOP)
E5	CORE	Collect Battle Damage Indicators (BDI)
E5	CORE	Conduct Battle Damage Assessments (BDA)
E4	CORE	Coordinate frequency deconflictions
E5	CORE	Develop communication Electronic Attack (EA) plans
E5	CORE	Develop communications Electronic Attack (EA) brief
E5	CORE	Develop communications Electronic Attack (EA) Concept of Operations (CONOP)
E5	CORE	Evaluate Measures of Effectiveness (MOE)
E4	CORE	Identify adversarial communications Electronic Attack (EA)
E4	CORE	Identify current communications Electronic Warfare (EW) Rules of Engagement (ROE)
E4	CORE	Perform communications Electronic Attacks (EA)
E7	CORE	Provide post-communication Electronic Attack (EA) assessments
E5	CORE	Respond to adversarial communications Electronic Attack (EA)

COMMUNICATION EXTERNALS ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Communication External (COMEXT) target usage
E4	CORE	Develop Communication External (COMEXT) notations
E4	CORE	Disseminate Communication External (COMEXT) reports
E4	CORE	Identify communication external notations
E4	CORE	Perform track management and target identification

GEOLOCATION

Paygrade	Task Type	Task Statements
E4	CORE	Identify common geolocational systems
E4	CORE	Monitor Common Operational Picture (COP)
E4	CORE	Monitor distress frequencies
E4	CORE	Perform geolocation analysis
E4	CORE	Perform geolocation and radio Direction Findings (DF)
E4	CORE	Perform geolocation operations

GEOSPATIAL META-DATA ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze collection sources
E4	CORE	Analyze common Satellite Communications (SATCOM) related elements
E4	CORE	Analyze common Ultra High Frequency/Very High Frequency/Push To Talk (UHF/VHF/PTT) communications related elements
E4	CORE	Analyze common unmanned vehicles communication related elements
E4	CORE	Analyze common wireless 802.XX series communications related elements
E4	CORE	Analyze common wireless communications related elements
E4	CORE	Analyze communication device capabilities
E4	NON-CORE	Analyze communication emitter notations
E5	NON-CORE	Analyze evolving communication technologies
E4	CORE	Identify communication emitter notations
E4	CORE	Operate Geospatial Information System (GIS) tools
E4	CORE	Operate Signals Intelligence (SIGINT) Geospatial Analysis (SGA) databases

INFORMATION OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Support Information Operations (IO)

REPORTING

Paygrade	Task Type	Task Statements
E4	CORE	Combine multi-source intelligence for Signals Intelligence (SIGINT) reporting
E5	CORE	Coordinate target analysis with external units
E5	CORE	Disseminate Signals Intelligence (SIGINT) reports
E4	CORE	Draft fused Signals Intelligence (SIGINT) reports
E5	CORE	Draft post-mission reports
E4	CORE	Draft time-sensitive reports

E4	CORE	Identify reporting criteria
E5	CORE	Manage tactical reports
E4	CORE	Prepare signals analysis reports
E4	CORE	Produce area of interest briefs
E7	CORE	Supervise Critical (CRITIC) message programs

RESEARCH AND ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Access computer databases
E4	CORE	Assess Indication & Warning (I&W) threats
E7	CORE	Assign tasking to cryptologic resources
E5	CORE	Perform Signals Intelligence (SIGINT) fusion analysis
E6	CORE	Recommend to reconfigure signals collection/processing tools to mitigate existing shortfalls
E4	CORE	Research military Order of Battle (OOB)
E4	CORE	Research Signals Intelligence (SIGINT) Order of Battle (OOB)

RESOURCE MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Identify available intelligence resources
E4	CORE	Identify information flow within the intelligence cycle
E7	CORE	Implement Signals Intelligence (SIGINT) taskings
E5	CORE	Manage cryptologic or mission databases
E7	CORE	Manage cryptologic training and education
E5	CORE	Verify mission taskings

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Brief United States Signals Intelligence Directives (USSID)
E6	CORE	Conduct Intelligence Oversight (IO) and compliance
E4	CORE	Control access to restricted areas
E4	CORE	Destroy classified materials
E4	CORE	Document receipt of classified materials
E7	NON-CORE	Implement Disaster Recovery Plans (DRP)
E4	CORE	Implement Emergency Action Plans (EAP)
E5	CORE	Properly mark classified materials
E4	CORE	Safeguard classified materials
E4	CORE	Transport classified materials

SIGNALS ANALYSIS

Paygrade	Task Type	Task Statements
E5	CORE	Analyze computer networks
E5	CORE	Analyze digital network communications
E4	CORE	Analyze wireless communications

E4	CORE	Brief communication networks
E4	CORE	Brief transmission methods
E4	CORE	Demultiplex basic signals
E4	NON-CORE	Detect bit synchronizers

TARGET ANALYSIS

Paygrade	Task Type	Task Statements
E7	CORE	Analyze target locations
E5	CORE	Assign arbitrary identifiers to target platforms
E5	CORE	Develop target folders
E5	CORE	Develop target packages
E5	CORE	Develop target profiles
E5	CORE	Develop targets in support of commander's intent
E6	CORE	Draft Command and Control Warfare (C2W) Network Oriented Data Acquisition Language (NODAL) analysis scenarios
E5	CORE	Fuse technical data to develop target communications profile
E5	CORE	Map networks
E4	CORE	Perform content analysis
E4	CORE	Perform data extractions from collection and mission databases
E4	CORE	Perform metadata analysis
E5	NON-CORE	Perform Radio Frequency (RF) propagation modeling
E4	CORE	Provide Signals Intelligence (SIGINT) support to targeteering
E5	CORE	Research network technologies
E4	CORE	Research Open Source Intelligence (OSINT)

Job Title **Job Code**

Communication Intelligence Collection Signals Analyst 001077

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	COMM INTEL COLL SIG ANALYST	CICS ANALYST

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTR	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Communication Intelligence Collection Signals Analysts collect and conduct signals search, analysis, target identification, and reporting operations; develop, evaluate, and execute target mission plans to include exploitation and manipulation of the electromagnetic spectrum; collect and process a Signal Of Interest (SOI) employing demodulation, demultiplexing techniques, and coding theory; perform fine grain analysis and reporting of known, new, and anomalous signals, and provide locational data; research and develop signals; perform digital communications and bitstream analysis to recover signals structures and utilize internal parameters to identify SOIs; construct waveforms in support of communication electronic attack; and comply with classified information storage, transportation, and protection requirements.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Intercept Operators (Code and Non-Code)	123100	Computer Programmers	15-1131.00	Computer and Mathematical

Skills	Abilities
Critical Thinking	*Information Ordering*
Active Learning	*Inductive Reasoning*
Complex Problem Solving	*Oral Expression*
Systems Analysis	*Category Flexibility*
Operation and Control	*Deductive Reasoning*
Reading Comprehension	*Written Comprehension*
Equipment Selection	*Flexibility of Closure*
Judgment and Decision Making	*Memorization*
Monitoring	*Control Precision*
Operations Analysis	*Fluency of Ideas*

COLLECTIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust antennas for optimal signals exploitation
E4	CORE	Allocate Signals Intelligence (SIGINT) collection resources
E4	CORE	Analyze intercept to identify Essential Elements of Information (EEI)
E4	CORE	Brief Signals Intelligence (SIGINT) operations
E4	CORE	Collect Signals Of Interest (SOI)
E4	CORE	Configure receivers for signals exploitation
E5	NON- CORE	Construct Signal Descriptor Files (SDF)
E5	NON-CORE	Develop scripts and programs
E4	CORE	Disseminate Indications and Warning (I&W) to tactical commanders
E4	CORE	Execute commands within various operating systems
E5	CORE	Exploit Electromagnetic (EM) spectrum
E4	CORE	Forward digitized signals
E4	CORE	Identify antennas and transmission lines
E4	CORE	Identify PROFORMA signal functions
E4	CORE	Implement cryptologic taskings
E4	CORE	Implement Signal Descriptor Files (SDF)

E5	CORE	Implement Signals Collection Plan (SCP)
E4	CORE	Monitor Signals of Interest (SOI) frequencies
E4	CORE	Operate collection systems
E5	CORE	Operate computer software for intermediate analysis
E4	CORE	Operate demodulators
E4	CORE	Operate multiple operating systems
E4	NON-CORE	Operate oscilloscopes
E4	CORE	Operate software-based analysis tools
E4	CORE	Operate spectrum analyzer
E4	NON-CORE	Operate synthesizers/generators
E4	CORE	Perform geolocation/Direction Finding (DF) of distress signals
E4	CORE	Process digital network communications
E4	NON-CORE	Process PROFORMA
E4	CORE	Provide inputs for Signals Intelligence (SIGINT) reports
E4	CORE	Record signals
E4	CORE	Select antennas for signals exploitation
E4	CORE	Select receivers for signals exploitation
E5	CORE	Supervise collection operations
E5	CORE	Supervise search and signals analysis operations
E4	CORE	Troubleshoot system equipment failures and errors
E4	CORE	Troubleshoot system software failures and errors
E4	NON-CORE	Validate frequency counters
E5	NON-CORE	Verify Signal Descriptor Files (SDF)

COMMUNICATION ELECTRONIC ATTACK

Paygrade	Task Type	Task Statements
E5	CORE	Collect Battle Damage Indicators (BDI)
E5	CORE	Conduct Battle Damage Assessments (BDA)
E4	CORE	Coordinate frequency deconflictions
E5	CORE	Develop communication Electronic Attack (EA) plans
E5	CORE	Evaluate Measures of Effectiveness (MOE)
E4	CORE	Identify adversarial communications Electronic Attack (EA)
E4	CORE	Perform communications Electronic Attacks (EA)
E5	CORE	Respond to adversarial communications Electronic Attack (EA)

COMMUNICATION EXTERNALS ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Communication External (COMEXT) target usage
E4	CORE	Disseminate Communication External (COMEXT) reports
E4	CORE	Identify communication external notations
E4	CORE	Perform track management and target identification

GEOLOCATION

Paygrade	Task Type	Task Statements
E4	CORE	Identify common geolocational systems
E4	CORE	Monitor Common Operational Picture (COP)
E4	CORE	Monitor distress frequencies
E4	CORE	Perform geolocation analysis
E4	CORE	Perform geolocation and radio Direction Findings (DF)
E4	CORE	Perform geolocation operations

GEOSPATIAL META-DATA ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze common wireless communications related elements
E4	CORE	Analyze communication device capabilities
E4	NON-CORE	Analyze communication emitter notations
E5	NON-CORE	Analyze evolving communication technologies
E4	CORE	Identify communication emitter notations

INFORMATION OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Determine threat envelopes

REPORTING

Paygrade	Task Type	Task Statements
E5	CORE	Disseminate Signals Intelligence (SIGINT) reports
E4	CORE	Draft fused Signals Intelligence (SIGINT) reports
E4	CORE	Draft time-sensitive reports
E4	CORE	Prepare signals analysis reports
E5	NON-CORE	Report advanced signals analysis

RESEARCH AND ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Access computer databases
E4	CORE	Assess Indication & Warning (I&W) threats
E7	CORE	Assign tasking to cryptologic resources
E6	CORE	Recommend to reconfigure signals collection/processing tools to mitigate existing shortfalls
E4	CORE	Research military Order of Battle (OOB)
E4	CORE	Research Signals Intelligence (SIGINT) Order of Battle (OOB)

RESOURCE MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Implement Signals Intelligence (SIGINT) taskings

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Brief United States Signals Intelligence Directives (USSID)
E6	CORE	Conduct Intelligence Oversight (IO) and compliance
E4	CORE	Control access to restricted areas
E4	CORE	Destroy classified materials
E4	CORE	Document receipt of classified materials
E7	NON-CORE	Implement Disaster Recovery Plans (DRP)
E4	CORE	Implement Emergency Action Plans (EAP)
E5	CORE	Properly mark classified materials
E4	CORE	Safeguard classified materials
E4	CORE	Transport classified materials

SIGNALS ANALYSIS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Analyze advanced modulation methods
E5	CORE	Analyze computer networks
E5	CORE	Analyze digital network communications
E5	NON-CORE	Analyze digital speech
E4	CORE	Analyze modems
E4	CORE	Analyze multiplexed signals
E4	CORE	Analyze multiplexing schemes
E5	CORE	Analyze pulse code formats
E4	CORE	Analyze short duration and non-communications signals
E4	CORE	Analyze signal structure
E4	CORE	Analyze waveforms
E4	CORE	Analyze wireless communications
E4	CORE	Brief communication networks
E4	CORE	Brief transmission methods
E4	CORE	Convert numbering systems
E4	CORE	Demodulate basic signals
E5	NON-CORE	Demodulate complex signals
E4	CORE	Demultiplex basic signals
E5	NON-CORE	Demultiplex complex Signals of Interest (SOI)
E4	NON-CORE	Detect bit synchronizers
E4	CORE	Detect signal anomalies from signals analysis
E5	CORE	Exploit modulation types
E4	CORE	Identify digital line coding schemes
E4	CORE	Identify elements of modulation theory
E4	CORE	Identify error detection and correction schemes

E4	CORE	Identify Linear Recursive Sequences (LRS)
E5	NON-CORE	Perform advanced analysis on bit stream
E4	CORE	Perform bit stream analysis

TARGET ANALYSIS

Paygrade	Task Type	Task Statements
E5	CORE	Develop targets in support of commander's intent
E6	CORE	Draft Command and Control Warfare (C2W) Network Oriented Data Acquisition Language (NODAL) analysis scenarios
E5	CORE	Fuse technical data to develop target communications profile
E4	CORE	Perform data extractions from collection and mission databases
E5	CORE	Research network technologies
E4	CORE	Research Open Source Intelligence (OSINT)

Job Title **Job Code**

Collection Operations Manager 001082

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Management	TBD	COLLECTION OPERATIONS MANAGER	COLL OPS MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTR	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Collection Operations Managers determine reportability and urgency of Signals Intelligence (SIGINT) information; select appropriate supporting information for inclusion in a SIGINT report and comply with classified information and protection requirements in the release of sanitized SIGINT reports; validate SIGINT and mission reports; analyze SIGINT within target context; develop and implement a SIGINT strategy from which to base a report and select an appropriate format; develop relationships between mission requirements, resource management, operating procedures, and communications target procedural identification techniques; manage signals collection, Request for Information (RFI), analysis, reporting, special intelligence communication networks, and assigned personnel; optimize SIGINT collection resources and adjust tasking as required; develop and execute courses of action in response to consumer feedback; comply with classified information storage, transportation, and protection requirements; and implement emergency action plans.

DoD Relationship

Group Title	*DoD Code*
Intercept Operators (Code and Non-Code)	123100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Computer and Information Systems Managers	11-3021.00	Management

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Coordination	*Information Ordering*
Management of Material Resources	*Speed of Closure*
Complex Problem Solving	*Written Expression*
Reading Comprehension	*Inductive Reasoning*
Monitoring	*Written Comprehension*
Active Learning	*Category Flexibility*
Judgment and Decision Making	*Fluency of Ideas*
Operations Analysis	*Memorization*
Equipment Selection	*Oral Expression*

COLLECTIONS

Paygrade	Task Type	Task Statements
E6	CORE	Adjust cryptologic tasking
E4	CORE	Allocate Signals Intelligence (SIGINT) collection resources
E4	CORE	Brief Signals Intelligence (SIGINT) operations
E7	CORE	Compile collection metrics
E4	CORE	Conduct Communication Security (COMSEC) monitoring
E5	CORE	Coordinate mission operations
E4	CORE	Correlate case notations
E4	CORE	Disseminate Indications and Warning (I&W) to tactical commanders
E5	CORE	Evaluate analysis and reporting operations
E6	CORE	Evaluate cryptologic operations
E4	CORE	Identify PROFORMA signal functions
E4	CORE	Implement cryptologic taskings
E6	CORE	Manage collection of Signals of Interest (SOI)
E6	CORE	Manage collection system operations and configuration
E6	CORE	Manage Communication Security (COMSEC) monitoring

E7	CORE	Manage dissemination of Signals Intelligence (SIGINT) reports
E6	CORE	Manage Own Force Monitoring (OFM)
E7	CORE	Manage the exploitation of the Electromagnetic (EM) spectrum
E4	CORE	Perform geolocation/Direction Finding (DF) of distress signals
E5	CORE	Supervise collection operations
E5	CORE	Supervise search and signals analysis operations
E6	CORE	Verify existing directives and guidance

COMMUNICATION ELECTRONIC ATTACK

Paygrade	Task Type	Task Statements
E5	CORE	Assess Measures of Performance (MOP)
E4	CORE	Coordinate frequency deconflictions
E5	CORE	Develop communication Electronic Attack (EA) plans
E5	CORE	Develop communications Electronic Attack (EA) brief
E5	CORE	Develop communications Electronic Attack (EA) Concept of Operations (CONOP)
E5	CORE	Evaluate Measures of Effectiveness (MOE)
E4	CORE	Identify adversarial communications Electronic Attack (EA)
E4	CORE	Identify current communications Electronic Warfare (EW) Rules of Engagement (ROE)
E7	CORE	Provide post-communication Electronic Attack (EA) assessments
E5	CORE	Respond to adversarial communications Electronic Attack (EA)

COMMUNICATION EXTERNALS ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Disseminate Communication External (COMEXT) reports
E4	CORE	Perform track management and target identification
E7	CORE	Verify Communication External (COMEXT) report dissemination

GEOLOCATION

Paygrade	Task Type	Task Statements
E6	CORE	Manage geolocation operations
E4	CORE	Monitor Common Operational Picture (COP)

INFORMATION OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate own-force Information Operations (IO) capabilities
E7	CORE	Coordinate Signals Intelligence (SIGINT) Indications and Warnings (I&W)
E5	CORE	Determine threat envelopes
E7	CORE	Integrate Signals Intelligence (SIGINT) resources

REPORTING

Paygrade	Task Type	Task Statements
E5	CORE	Coordinate target analysis with external units
E5	CORE	Draft post-mission reports

E4	CORE	Draft time-sensitive reports
E7	CORE	Establish reporting criteria
E5	CORE	Manage tactical reports
E7	CORE	Supervise Critical (CRITIC) message programs

RESEARCH AND ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Access computer databases
E4	CORE	Assess Indication & Warning (I&W) threats
E7	CORE	Assign tasking to cryptologic resources
E5	CORE	Perform Signals Intelligence (SIGINT) fusion analysis
E4	CORE	Research military Order of Battle (OOB)
E4	CORE	Research Signals Intelligence (SIGINT) Order of Battle (OOB)

RESOURCE MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Identify available intelligence resources
E6	CORE	Identify collection requirements
E4	CORE	Identify information flow within the intelligence cycle
E7	CORE	Implement Signals Intelligence (SIGINT) taskings
E5	CORE	Manage cryptologic or mission databases
E7	CORE	Manage cryptologic training and education
E5	CORE	Verify mission taskings

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Brief United States Signals Intelligence Directives (USSID)
E6	CORE	Conduct Intelligence Oversight (IO) and compliance
E4	CORE	Control access to restricted areas
E4	CORE	Destroy classified materials
E4	CORE	Document receipt of classified materials
E7	NON-CORE	Implement Disaster Recovery Plans (DRP)
E4	CORE	Implement Emergency Action Plans (EAP)
E5	CORE	Properly mark classified materials
E4	CORE	Safeguard classified materials
E4	CORE	Transport classified materials

SIGNALS ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Brief communication networks
E4	CORE	Brief transmission methods
E6	CORE	Manage signals analysis

TARGET ANALYSIS

Paygrade	Task Type	Task Statements
E7	CORE	Analyze target locations
E5	CORE	Develop target packages
E5	CORE	Develop target profiles
E5	CORE	Develop targets in support of commander's intent
E6	CORE	Draft Command and Control Warfare (C2W) Network Oriented Data Acquisition Language (NODAL) analysis scenarios
E5	CORE	Fuse technical data to develop target communications profile
E4	CORE	Provide Signals Intelligence (SIGINT) support to targeteering
E5	CORE	Research network technologies
E4	CORE	Research Open Source Intelligence (OSINT)

Job Title

Collection Operator

Job Code

002746

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	COLLECTION OPERATOR	COLL OPERATOR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTR	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Collection Operators operate collection systems to intercept and analyze signals of interest for the purpose of identification, exploitation, and reporting in support of community intelligence requirements; perform own force monitoring to prevent adversary from utilizing friendly force emissions; identify and track adversary geographic locations to support target identification and military operations; perform information operations to deceive, degrade, or deny adversaries electronic sensors; and comply with emergency action plans, classified information storage, transportation, and protection requirements of classified materials.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Intercept Operators (Code and Non-Code)	123100	Information Security Analysts	15-1122.00	Computer and Mathematical

Skills	Abilities
Critical Thinking	*Information Ordering*
Complex Problem Solving	*Inductive Reasoning*
Operations Analysis	*Memorization*
Equipment Selection	*Written Expression*
Management of Material Resources	*Fluency of Ideas*
Operation and Control	*Category Flexibility*
Science	*Deductive Reasoning*
Active Learning	*Speed of Closure*
Coordination	*Flexibility of Closure*
Systems Analysis	*Selective Attention*

COLLECTIONS

Paygrade	Task Type	Task Statements
E4	CORE	Configure receivers for signals exploitation
E4	CORE	Connect equipment for optimal signals collection
E5	NON- CORE	Construct Signal Descriptor Files (SDF)
E4	CORE	Correlate case notations
E5	CORE	Evaluate analysis and reporting operations
E6	CORE	Evaluate cryptologic operations
E4	CORE	Execute commands within various operating systems
E5	CORE	Exploit Electromagnetic (EM) spectrum
E4	CORE	Forward digitized signals
E4	CORE	Identify antennas and transmission lines
E4	CORE	Identify PROFORMA signal functions
E4	CORE	Implement cryptologic taskings

COMMUNICATION ELECTRONIC ATTACK

Paygrade	Task Type	Task Statements
E5	CORE	Evaluate Measures of Effectiveness (MOE)
E4	CORE	Identify adversarial communications Electronic Attack (EA)

E4	CORE	Identify current communications Electronic Warfare (EW) Rules of Engagement (ROE)
E4	CORE	Perform communications Electronic Attacks (EA)

COMMUNICATION EXTERNALS ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Develop Communication External (COMEXT) notations
E4	CORE	Disseminate Communication External (COMEXT) reports
E4	CORE	Identify communication external notations
E7	CORE	Verify Communication External (COMEXT) report dissemination

GEOLOCATION

Paygrade	Task Type	Task Statements
E4	CORE	Identify common geolocational systems
E4	CORE	Perform geolocation operations

GEOSPATIAL META-DATA ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Identify communication emitter notations

INFORMATION OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate Signals Intelligence (SIGINT) Indications and Warnings (I&W)

REPORTING

Paygrade	Task Type	Task Statements
E5	CORE	Coordinate target analysis with external units
E4	CORE	Draft fused Signals Intelligence (SIGINT) reports
E5	CORE	Draft post-mission reports
E4	CORE	Draft time-sensitive reports
E7	CORE	Establish reporting criteria
E4	CORE	Identify reporting criteria

RESOURCE MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Identify available intelligence resources
E6	CORE	Identify collection requirements
E4	CORE	Identify information flow within the intelligence cycle

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Intelligence Oversight (IO) and compliance
E4	CORE	Control access to restricted areas
E4	CORE	Document receipt of classified materials

SIGNALS ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Convert numbering systems
E4	CORE	Demodulate basic signals
E5	NON-CORE	Demodulate complex signals
E5	NON-CORE	Demultiplex complex Signals of Interest (SOI)
E5	CORE	Exploit modulation types
E4	CORE	Identify digital line coding schemes
E4	CORE	Identify elements of modulation theory
E4	CORE	Identify error detection and correction schemes
E4	CORE	Identify Linear Recursive Sequences (LRS)

TARGET ANALYSIS

Paygrade	Task Type	Task Statements
E6	CORE	Draft Command and Control Warfare (C2W) Network Oriented Data Acquisition Language (NODAL) analysis scenarios
E5	CORE	Fuse technical data to develop target communications profile
E5	CORE	Map networks

CHAPTER 20

CRYPTOLOGIC TECHNICIAN (CT)

NAVPERS 18068-20I

CH-65

Updated: January 2016

TABLE OF CONTENTS
CRYPTOLOGIC TECHNICIAN (TECHNICAL) (CTT)

SCOPE OF RATING	CTT-3
GENERAL INFORMATION	CTT-4
ELECTRONIC INTELLIGENCE ANALYST	CTT-5
ELECTROMAGNETIC SPECTRUM OPERATIONS	CTT-5
ELECTRONIC INTELLIGENCE (ELINT) OPERATIONS	CTT-5
ELECTRONIC WARFARE OPERATIONS	CTT-6
INFORMATION OPERATIONS	CTT-7
PLANNING	CTT-7
SECURITY AND ADMINISTRATION	CTT-7
ELECTRONIC WARFARE OPERATOR	CTT-8
ELECTROMAGNETIC SPECTRUM OPERATIONS	CTT-8
ELECTRONIC INTELLIGENCE (ELINT) OPERATIONS	CTT-9
ELECTRONIC WARFARE OPERATIONS	CTT-10
INFORMATION OPERATIONS	CTT-10
PLANNING	CTT-11
SECURITY AND ADMINISTRATION	CTT-11
ELECTRONIC WARFARE MAINTAINER	CTT-12
ELECTROMAGNETIC SPECTRUM OPERATIONS	CTT-12
ELECTRONIC INTELLIGENCE (ELINT) OPERATIONS	CTT-12
ELECTRONIC WARFARE OPERATIONS	CTT-12
PLANNING	CTT-13
SECURITY AND ADMINISTRATION	CTT-13
ELECTRONIC WARFARE PLANNER	CTT-14
ELECTROMAGNETIC SPECTRUM OPERATIONS	CTT-14
ELECTRONIC INTELLIGENCE (ELINT) OPERATIONS	CTT-14
ELECTRONIC WARFARE OPERATIONS	CTT-15
INFORMATION OPERATIONS	CTT-16
PLANNING	CTT-16
SECURITY AND ADMINISTRATION	CTT-17

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

CRYPTOLOGIC TECHNICIAN (TECHNICAL) (CTT)

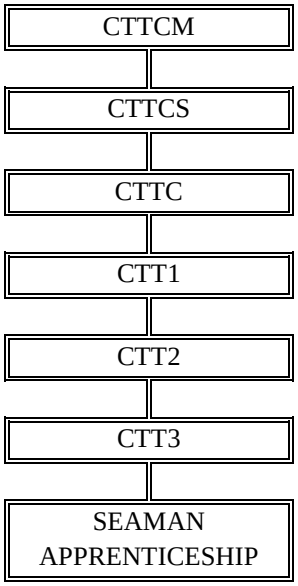
SCOPE OF RATING

Cryptologic Technicians (Technical) (CTT) operate and maintain electronic sensors and computer systems; collect, analyze, exploit, and disseminate Electronic Intelligence (ELINT) all in accordance with fleet and national tasking; provide safety of platform, Indications and Warning (I&W), and Anti-Ship Missile Defense (ASMD); and provide technical and tactical guidance to Warfare Commanders and national consumers in support of surface, subsurface, air, and special warfare operations.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 20.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Electronic Intelligence Analyst

Job Code

001090

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	ELECTRONIC INTELL ANALYST	ELINT ANALYST

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTT	All NEC's listed as the Rating Source.

Job Description

Electronic Intelligence Analysts perform collection and technical/operational analysis of Radio Detection and Ranging (RADAR) and other signals derived from multiple intelligence production resources; analyze and report all-source information for tactical and strategic commanders in support of fleet, theater, and national objectives; and produce assessments detailing the capabilities and vulnerabilities of foreign radar and radar-controlled weapons systems.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Intercept Operators (Code and Non-Code)	123100	Computer Systems Analysts	15-1121.00	Computer and Mathematical

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Complex Problem Solving	*Inductive Reasoning*
Judgment and Decision Making	*Mathematical Reasoning*
Operation and Control	*Information Ordering*
Writing	*Written Expression*
Mathematics	*Problem Sensitivity*
Reading Comprehension	*Selective Attention*
Monitoring	*Fluency of Ideas*
Equipment Selection	*Perceptual Speed*
Active Learning	*Speed of Closure*

ELECTROMAGNETIC SPECTRUM OPERATIONS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Calculate satellite vulnerabilities
E4	CORE	Identify Electromagnetic Interference (EMI)
E5	CORE	Integrate training scenarios
E4	CORE	Perform fusion analysis
E7	CORE	Prioritize Electronic Intelligence (ELINT) collection efforts
E4	CORE	Review reporting requirements
E4	CORE	Search Electromagnetic (EM) spectrum

ELECTRONIC INTELLIGENCE (ELINT) OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Analyze broadcast data
E4	CORE	Analyze historical Signals Of Interest (SOI) data
E4	NON-CORE	Analyze record message traffic data
E4	CORE	Analyze Signals Of Interest (SOI) signals
E4	CORE	Annotate Radio Detection and Ranging (RADAR) affected performance (e.g. Radio Frequency (RF), interpulse modulation, intrapulse modulation, etc.)
E6	NON-CORE	Calculate doppler shifts
E4	CORE	Calculate duty cycles
E4	CORE	Calculate illumination rates
E4	CORE	Calculate Maximum Unambiguous Ranges (MUR)

E6	NON-CORE	Calculate Moving Target Indicator (MTI) blind speeds
E4	CORE	Calculate Pulse Repetition Frequency (PRF)
E4	CORE	Calculate Pulse Repetition Intervals (PRI)
E4	CORE	Collect Signals of Interest (SOI)
E6	NON-CORE	Conduct analysis in the frequency domain
E5	CORE	Conduct cryptologic and intelligence briefs
E4	CORE	Construct Order of Battle (OOB)
E5	CORE	Coordinate proforma signals analysis reporting
E4	CORE	Correlate national systems data to platform
E5	CORE	Correlate Signals of Interest (SOI)
E4	CORE	Determine radar Electronic Intelligence (ELINT) capabilities
E5	CORE	Disseminate Electronic Intelligence (ELINT) data in a training environment
E5	CORE	Disseminate Operational Electronic Intelligence (OPELINT) reports
E5	CORE	Disseminate Technical Electronic Intelligence (TECHELINT) reports
E6	CORE	Evaluate collection, analysis, and reporting
E5	CORE	Evaluate Signal of Interest (SOI)
E4	NON-CORE	Evaluate signal quality
E4	CORE	Generate reports
E4	CORE	Identify interpulse modulation types (e.g. pulse constant, jitter, stagger, etc.)
E4	CORE	Identify intrapulse modulation types (e.g. unmodulated, linear frequency modulation, bi-phased shift keyed, etc.)
E4	CORE	Identify scan types
E7	CORE	Manage Electronic Intelligence (ELINT) collection, analysis, and reporting
E6	NON-CORE	Measure doppler shifts
E4	CORE	Measure Pulse Duration (PD)
E4	CORE	Measure Pulse Repetition Frequency (PRF)
E4	CORE	Measure Pulse Repetition Intervals (PRI)
E4	CORE	Measure Radio Frequency (RF) (high, low, and center tune)
E4	CORE	Measure scan times and types
E4	CORE	Monitor strategic situations
E4	CORE	Operate Electronic Intelligence (ELINT) collection equipment
E4	CORE	Record Signals Of Interest (SOI)
E6	CORE	Report Signal of Interest (SOI) (e.g. message traffic, etc.)
E4	CORE	Research national systems reports for Information Operations (IO)
E4	CORE	Search Electronic Intelligence (ELINT) databases
E5	CORE	Supervise Electronic Intelligence (ELINT) collections, analysis, and reporting
E5	CORE	Supervise technical kit construction
E6	CORE	Validate Electronic Warfare Support (EWS) logs

ELECTRONIC WARFARE OPERATIONS

Paygrade	**Task Type**	**Task Statements**
E4	CORE	Assess Tactical Situations (TACSIT)
E4	NON-CORE	Configure network interfaces

E5	CORE	Determine mission threats
E4	CORE	Disseminate tactical information (e.g. internal/ external)
E6	CORE	Manage system software updates
E4	CORE	Monitor Tactical Situations (TACSIT)
E4	CORE	Operate Tactical Data Processors (TDP)
E5	CORE	Supervise construction of emitter libraries

INFORMATION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate threat detection envelopes
E4	CORE	Collect Information Operation (IO) asset capabilities and limitations
E5	CORE	Conduct Information Operations (IO) utilizing Tactical Data Processors (TDP)
E5	CORE	Establish filter management plans
E4	CORE	Input data to national databases
E5	CORE	Monitor own force emissions
E7	CORE	Prioritize mission threats
E7	CORE	Provide feedback to national systems managers

PLANNING

Paygrade	Task Type	Task Statements
E5	CORE	Draft Electronic Warfare (EW) messages (e.g. Casualty Report (CASREP), Tactical Electronic Intelligence (TACELINT), Electronic Attack (EA) request, etc.)
E4	CORE	Research adversary capabilities and limitations

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Comply with Naval Cryptologic and National security requirements (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operational Security (OPSEC) and directives and instructions associated with Secret Compartmented Information (SCI)
E6	CORE	Evaluate Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)
E7	CORE	Implement Disaster Recovery Plans (DRP)
E5	CORE	Implement Emergency Action Plans (EAP)
E5	CORE	Implement Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)
E7	CORE	Manage Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)

Job Title

Electronic Warfare Operator

Job Code

001095

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	ELECTRONIC WARFARE OPERATOR	EW OPERATOR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTT	All NEC's listed as the Rating Source.

Job Description

Electronic Warfare Operators operate state-of-the-art electronic receivers and associated analysis and recording equipment in the collection of airborne, shipborne, land-based, subsurface Radio Detection and Ranging (RADAR), and other signals within the electromagnetic spectrum; interpret intercepted electronic signals to determine their source to support the tactical Common Operational Picture (COP); and execute tactics in accordance with doctrine and report information to tactical and strategic commanders in support of fleet, theater, and national objectives.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Intercept Operators (Code and Non-Code)	123100	Network and Computer Systems Administrators	15-1142.00	Computer and Mathematical

Skills	Abilities
Critical Thinking	*Inductive Reasoning*
Judgment and Decision Making	*Deductive Reasoning*
Complex Problem Solving	*Information Ordering*
Monitoring	*Problem Sensitivity*
Operation and Control	*Mathematical Reasoning*
Writing	*Selective Attention*
Equipment Selection	*Perceptual Speed*
Coordination	*Written Comprehension*
Reading Comprehension	*Oral Expression*
Management of Material Resources	*Control Precision*

ELECTROMAGNETIC SPECTRUM OPERATIONS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Calculate satellite vulnerabilities
E5	NON-CORE	Conduct Electronic Warfare Control Ship (EWCS) procedures
E5	CORE	Develop Embedded Training Device (ETD) scenarios
E4	CORE	Identify Electromagnetic Interference (EMI)
E5	CORE	Integrate training scenarios
E4	CORE	Maintain local emitter libraries
E5	CORE	Mitigate Electromagnetic Interference (EMI)
E4	CORE	Monitor Electromagnetic (EM) spectrum
E4	CORE	Perform fusion analysis
E5	CORE	Predict equipment performance characteristics based on atmospheric data
E6	CORE	Report Electromagnetic Interference (EMI)
E5	CORE	Review Electromagnetic (EM) spectrum documentation (Afloat Electromagnetic Spectrum Operations Program (AESOP), Hazards of Electromagnetic Radiation to Ordnance (HERO) bill, Emission Control (EMCON), etc.)
E4	CORE	Review reporting requirements
E4	CORE	Search Electromagnetic (EM) spectrum
E4	CORE	Utilize Combat Systems Operational Sequencing System (CSOSS) (e.g. initialize, casualty control, shutdown, etc.) procedures

ELECTRONIC INTELLIGENCE (ELINT) OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Analyze broadcast data
E4	CORE	Analyze historical Signals Of Interest (SOI) data
E4	NON-CORE	Analyze record message traffic data
E4	CORE	Analyze Signals Of Interest (SOI) signals
E4	CORE	Annotate Radio Detection and Ranging (RADAR) affected performance (e.g. Radio Frequency (RF), interpulse modulation, intrapulse modulation, etc.)
E4	CORE	Calculate duty cycles
E4	CORE	Calculate illumination rates
E4	CORE	Calculate Maximum Unambiguous Ranges (MUR)
E4	CORE	Calculate Pulse Repetition Frequency (PRF)
E4	CORE	Calculate Pulse Repetition Intervals (PRI)
E4	CORE	Collect Signals of Interest (SOI)
E5	CORE	Conduct cryptologic and intelligence briefs
E4	CORE	Construct Order of Battle (OOB)
E5	CORE	Coordinate proforma signals analysis reporting
E4	CORE	Correlate national systems data to platform
E5	CORE	Correlate Signals of Interest (SOI)
E5	CORE	Crossfix Signal of Interest (SOI) intercepts
E4	CORE	Determine radar Electronic Intelligence (ELINT) capabilities
E5	CORE	Disseminate Electronic Intelligence (ELINT) data in a training environment
E6	CORE	Evaluate collection, analysis, and reporting
E5	CORE	Evaluate Signal of Interest (SOI)
E4	NON-CORE	Evaluate signal quality
E4	CORE	Generate reports
E4	CORE	Identify interpulse modulation types (e.g. pulse constant, jitter, stagger, etc.)
E4	CORE	Identify intrapulse modulation types (e.g. unmodulated, linear frequency modulation, bi-phased shift keyed, etc.)
E4	CORE	Identify scan types
E7	CORE	Manage Electronic Intelligence (ELINT) collection, analysis, and reporting
E4	CORE	Measure Pulse Duration (PD)
E4	CORE	Measure Pulse Repetition Frequency (PRF)
E4	CORE	Measure Pulse Repetition Intervals (PRI)
E4	CORE	Measure Radio Frequency (RF) (high, low, and center tune)
E4	CORE	Measure scan times and types
E4	CORE	Monitor strategic situations
E4	CORE	Operate Electronic Intelligence (ELINT) collection equipment
E4	CORE	Research national systems reports for Information Operations (IO)
E4	CORE	Search Electronic Intelligence (ELINT) databases
E5	CORE	Supervise Electronic Intelligence (ELINT) collections, analysis, and reporting
E6	CORE	Validate Electronic Warfare Support (EWS) logs

ELECTRONIC WARFARE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess Tactical Situations (TACSIT)
E4	NON-CORE	Conduct decoy handling and loading operations
E4	CORE	Conduct Electronic Attacks (EA)
E4	CORE	Conduct Electronic Support (ES) operations
E5	CORE	Conduct Electronic Warfare (EW) training events
E4	CORE	Configure Electronic Warfare (EW) systems
E4	NON-CORE	Configure Joint Tactical Terminal Maritime (JTT-M) (e.g. software, hardware, crypto, filter management, client control, etc.)
E4	NON-CORE	Configure network interfaces
E5	NON-CORE	Construct emitter libraries
E6	NON-CORE	Coordinate Combat Systems Training Team (CSTT) drill guides
E4	CORE	Deploy Electronic Warfare (EW) countermeasures
E5	CORE	Determine mission threats
E4	CORE	Disseminate tactical information (e.g. internal/ external)
E5	NON-CORE	Employ onboard non-kinetic weapon systems
E5	CORE	Implement Combat Systems Training Team (CSTT) drill guides
E4	CORE	Maintain Electronic Warfare (EW) status boards and logs
E6	CORE	Manage system software updates
E6	CORE	Manage tactical communications (e.g. voice, chat, etc.)
E4	NON-CORE	Manage test equipment and gauge calibration
E4	CORE	Modify Emission Control (EMCON) conditions
E6	CORE	Monitor Electronic Warfare (EW) Measure of Effectiveness (MOE)
E4	NON-CORE	Monitor Passive Countermeasure System (PCMS) conditions
E4	CORE	Monitor Tactical Situations (TACSIT)
E4	CORE	Operate Tactical Data Processors (TDP)
E4	NON-CORE	Perform Passive Countermeasure System (PCMS) maintenance
E4	CORE	Perform tactical communications (e.g. brevity codes, fleet tactical signals, etc.)
E4	CORE	Report Essential Elements of Friendly Information (EEFI) violations
E5	CORE	Set Electronic Warfare (EW) watch conditions
E4	NON-CORE	Set Passive Countermeasure System (PCMS) conditions
E5	CORE	Supervise construction of emitter libraries
E5	CORE	Supervise decoy handling and loading operations
E4	CORE	Utilize Rapid Evaluation Guidelines (REG)
E4	CORE	Verify Emission Control (EMCON) conditions in effect

INFORMATION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate threat detection envelopes
E4	CORE	Collect Information Operation (IO) asset capabilities and limitations
E5	CORE	Conduct Information Operations (IO) utilizing Tactical Data Processors (TDP)
E4	CORE	Conduct Military Deception (MILDEC) operations

E7	CORE	Develop Military Deception (MILDEC) plans
E4	CORE	Disseminate Military Information Support Operations (MISO) material
E5	CORE	Establish filter management plans
E4	CORE	Input data to national databases
E7	CORE	Manage Information Operations (IO) readiness conditions
E5	CORE	Monitor own force emissions
E4	CORE	Perform Pre-Planned Responses (PPR)
E7	CORE	Prioritize mission threats

PLANNING

Paygrade	Task Type	Task Statements
E6	CORE	Assess adversary Intelligence, Surveillance, Reconnaissance, and Targeting (ISR-T) capabilities
E6	NON-CORE	Develop Combat Systems Training Team (CSTT) technical drill guides
E5	CORE	Draft Electronic Warfare (EW) messages (e.g. Casualty Report (CASREP), Tactical Electronic Intelligence (TACELINT), Electronic Attack (EA) request, etc.)
E4	CORE	Research adversary capabilities and limitations

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Comply with Naval Cryptologic and National security requirements (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operational Security (OPSEC) and directives and instructions associated with Secret Compartmented Information (SCI)
E6	CORE	Evaluate Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)
E7	CORE	Implement Disaster Recovery Plans (DRP)
E5	CORE	Implement Emergency Action Plans (EAP)
E5	CORE	Implement Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)
E7	CORE	Manage Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)

Job Title **Job Code**

Electronic Warfare Maintainer 002676

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	ELECTRONIC WARFARE MAINTAINER	EW MAINTAINER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTT	All NEC's listed as the Rating Source.

Job Description

Electronic Warfare Maintainers perform preventive and corrective maintenance on Electronic Warfare (EW) and ancillary systems used for analysis, monitoring, tracking, recognition, identification, and electronic attack; install, test, troubleshoot, repair, or replace Electronic Warfare (EW) networks, electronic equipment, antennas, Decoy Launching Systems (DLS), auxiliary equipment, digital and optical interfaces, and data systems; manage mission organizational level maintenance; coordinate repair of Electronic Warfare (EW) systems; and prepare reports and inventories of equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Intercept Operators (Code and Non-Code)	123100	Database Administrators	15-1141.00	Computer and Mathematical

Skills	Abilities
Monitoring	*Control Precision*
Equipment Maintenance	*Problem Sensitivity*
Critical Thinking	*Deductive Reasoning*
Judgment and Decision Making	*Inductive Reasoning*
Reading Comprehension	*Written Comprehension*
Operation and Control	*Speed of Closure*
Coordination	*Written Expression*
Active Learning	*Category Flexibility*
Equipment Selection	*Information Ordering*
Learning Strategies	*Perceptual Speed*

ELECTROMAGNETIC SPECTRUM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Search Electromagnetic (EM) spectrum
E4	CORE	Utilize Combat Systems Operational Sequencing System (CSOSS) (e.g. initialize, casualty control, shutdown, etc.) procedures

ELECTRONIC INTELLIGENCE (ELINT) OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Analyze record message traffic data

ELECTRONIC WARFARE OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Conduct decoy handling and loading operations
E4	CORE	Conduct Electronic Attacks (EA)
E5	NON-CORE	Conduct Radar Cross Section (RCS) testing
E4	NON-CORE	Configure Joint Tactical Terminal-Maritime (JTT-M) (e.g. software, hardware, crypto, filter management, client control, etc.)
E4	NON-CORE	Configure network interfaces
E7	NON-CORE	Coordinate Electronic Warfare (EW) test range runs
E5	CORE	Implement Combat Systems Training Team (CSTT) drill guides
E5	NON-CORE	Install Field Change (FC) kits
E7	NON-CORE	Interpret test and evaluation range results (e.g. ULM-4, Passive Countermeasures System (PCMS), etc.)

E5	NON-CORE	Maintain blanking systems
E4	NON-CORE	Maintain cables
E4	NON-CORE	Maintain computer systems
E4	NON-CORE	Maintain cooling systems
E7	NON-CORE	Maintain Current Ship's Maintenance Project (CSMP)
E4	NON-CORE	Maintain decoy launcher systems
E4	NON-CORE	Maintain decoy ready service lockers/magazines
E4	NON-CORE	Maintain dry air systems
E5	NON-CORE	Maintain hydraulic systems
E4	CORE	Maintain Joint Tactical Terminal Maritime (JTT-M)
E5	NON-CORE	Maintain onboard training systems
E6	CORE	Manage system software updates
E4	NON-CORE	Manage test equipment and gauge calibration
E4	NON-CORE	Perform Passive Countermeasure System (PCMS) maintenance
E5	CORE	Supervise decoy handling and loading operations
E5	NON-CORE	Update Combat System (CS) smooth logs
E6	NON-CORE	Validate Combat Systems Training Team (CSTT) drill guides

PLANNING

Paygrade	Task Type	Task Statements
E5	CORE	Draft Electronic Warfare (EW) messages (e.g. Casualty Report (CASREP), Tactical Electronic Intelligence (TACELINT), Electronic Attack (EA) request, etc.)

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Comply with Naval Cryptologic and National security requirements (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operational Security (OPSEC) and directives and instructions associated with Secret Compartmented Information (SCI)
E6	CORE	Evaluate Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)
E7	CORE	Implement Disaster Recovery Plans (DRP)
E5	CORE	Implement Emergency Action Plans (EAP)
E5	CORE	Implement Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)
E7	CORE	Manage Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)

Job Title

Electronic Warfare Planner

Job Code

002677

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Management	TBD	ELECTRONIC WARFARE PLANNER	EW PLANNER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CTT	All NEC's listed as the Rating Source.

Job Description

Electronic Warfare Planners maintain Information Operations (IO) Strike/Amphibious Readiness Group/Unit readiness; ensure Information Operations (IO) core competency mission objectives are met; collaborate with Warfare Commanders to ensure Information Operations (IO) planning is executed as part of the overall Strike/Amphibious Readiness Group mission; develop Strike/Amphibious Readiness Group and unit level spectrum management plans, Information Operations (IO) doctrines, Emission Control (EMCON) plans, and pre-planned responses; and schedule and execute training to maintain Electronic Warfare (EW) readiness.

DoD Relationship

Group Title	*DoD Code*
Intercept Operators (Code and Non-Code)	123100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Computer and Information Systems Managers	11-3021.00	Management

Skills	Abilities
Critical Thinking	*Inductive Reasoning*
Judgment and Decision Making	*Deductive Reasoning*
Management of Material Resources	*Information Ordering*
Monitoring	*Problem Sensitivity*
Active Learning	*Written Expression*
Coordination	*Written Comprehension*
Complex Problem Solving	*Fluency of Ideas*
Management of Personnel Resources	*Originality*
Writing	*Speed of Closure*
Reading Comprehension	*Oral Expression*

ELECTROMAGNETIC SPECTRUM OPERATIONS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Calculate satellite vulnerabilities
E6	CORE	Construct Electromagnetic (EM) Battlespace plans
E7	CORE	Develop allied and coalition Information Operations (IO)
E4	CORE	Identify Electromagnetic Interference (EMI)
E5	CORE	Mitigate Electromagnetic Interference (EMI)
E5	CORE	Perform unit level Electromagnetic (EM) spectrum operations
E5	CORE	Predict equipment performance characteristics based on atmospheric data
E7	CORE	Prioritize Electronic Intelligence (ELINT) collection efforts
E6	CORE	Report Electromagnetic Interference (EMI)
E5	CORE	Review Electromagnetic (EM) spectrum documentation (Afloat Electromagnetic Spectrum Operations Program (AESOP), Hazards of Electromagnetic Radiation to Ordnance (HERO) bill, Emission Control (EMCON), etc.)
E4	CORE	Review reporting requirements
E4	CORE	Search Electromagnetic (EM) spectrum

ELECTRONIC INTELLIGENCE (ELINT) OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Analyze record message traffic data
E5	CORE	Conduct cryptologic and intelligence briefs
E7	NON-CORE	Construct Electronic Intelligence (ELINT) collection plans

E6	CORE	Evaluate collection, analysis, and reporting
E4	CORE	Generate reports
E7	CORE	Manage Electronic Intelligence (ELINT) collection, analysis, and reporting
E4	CORE	Monitor strategic situations
E4	CORE	Research national systems reports for Information Operations (IO)
E4	CORE	Search Electronic Intelligence (ELINT) databases
E5	CORE	Supervise Electronic Intelligence (ELINT) collections, analysis, and reporting

ELECTRONIC WARFARE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess Tactical Situations (TACSIT)
E7	NON-CORE	Coordinate employment multi-unit of Electronic Attacks (EA)
E5	CORE	Determine mission threats
E7	NON-CORE	Develop Electronic Warfare (EW) operational messages (e.g. Electronic Warfare (EW) Operational Tasking (OPTASK), Information Operations (IO) Operational Tasking (OPTASK), Daily Intentions Message (DIMS), Information Operations (IO) Supplement (SUPP), etc.)
E6	NON-CORE	Develop Electronic Warfare (EW) tactics
E7	NON-CORE	Develop joint Electronic Warfare (EW) plans
E4	CORE	Disseminate tactical information (e.g. internal/ external)
E5	CORE	Evaluate Electronic Warfare (EW) operators
E5	CORE	Evaluate Electronic Warfare (EW) training events
E7	NON-CORE	Interpret test and evaluation range results (e.g. ULM-4, Passive Countermeasures System (PCMS), etc.)
E7	NON-CORE	Maintain Current Ship's Maintenance Project (CSMP)
E7	CORE	Manage Electronic Warfare (EW) training events
E6	CORE	Manage tactical communications (e.g. voice, chat, etc.)
E5	CORE	Modify Electronic Warfare (EW) watch conditions
E6	CORE	Monitor Electronic Warfare (EW) Measure of Effectiveness (MOE)
E4	NON-CORE	Monitor Passive Countermeasure System (PCMS) conditions
E4	CORE	Monitor Tactical Situations (TACSIT)
E7	CORE	Supervise chaff employment
E5	CORE	Supervise construction of emitter libraries
E7	NON-CORE	Supervise Electronic Attack (EA) employment
E6	CORE	Supervise Electronic Warfare (EW) operations (e.g. Emission Control (EMCON), Electronic Support (ES), countermeasures deployment, etc.)
E5	CORE	Supervise Pre-Planned Responses (PPR) executions
E5	NON-CORE	Update Combat System (CS) smooth logs
E6	NON-CORE	Validate Combat Systems Training Team (CSTT) drill guides
E6	CORE	Validate Embedded Training Device (ETD) scenarios
E4	CORE	Verify Emission Control (EMCON) conditions in effect

INFORMATION OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Assess Information Operations (IO) platform capabilities and limitations
E4	CORE	Calculate threat detection envelopes
E4	CORE	Collect Information Operation (IO) asset capabilities and limitations
E5	CORE	Conduct Information Operations (IO) utilizing Tactical Data Processors (TDP)
E7	CORE	Coordinate data collection responsibilities
E7	CORE	Coordinate Information Operations (IO) assets
E6	CORE	Coordinate Military Deception (MILDEC) plan support
E7	CORE	Develop joint Information Operations (IO) plans
E7	CORE	Develop Military Deception (MILDEC) plans
E7	CORE	Develop strike group Information Operations (IO) directives
E7	CORE	Develop strike group Information Operations (IO) plans
E4	CORE	Disseminate Military Information Support Operations (MISO) material
E5	CORE	Establish filter management plans
E7	CORE	Manage Electronic Warfare Control Ship (EWCS) operations
E7	CORE	Manage Information Operations (IO) readiness conditions
E7	CORE	Manage Military Deception (MILDEC) plans
E6	CORE	Monitor Information Operations (IO) Measure of Effectiveness (MOE)
E5	CORE	Monitor own force emissions
E7	CORE	Prioritize mission threats
E7	CORE	Provide feedback to national systems managers
E6	CORE	Provide Information Operations (IO) input to Strike Planning Cell (SPC)
E7	CORE	Support strategic communication plans

PLANNING

Paygrade	Task Type	Task Statements
E6	CORE	Assess adversary Intelligence, Surveillance, Reconnaissance, and Targeting (ISR-T) capabilities
E7	NON-CORE	Coordinate Underway Strike Group Electronic Warfare (EW) system maintenance
E6	NON-CORE	Develop Afloat Electromagnetic Spectrum Operations Program (AESOP) plans
E7	CORE	Develop multi-unit Electronic Warfare (EW) Pre-Planned Responses (PPR)
E7	CORE	Draft Electronic Warfare (EW) doctrines and bills (e.g. Antiship Missile Defense (ASMD), Passive Countermeasures System (PCMS), Emissions Control (EMCON), etc.)
E5	CORE	Draft Electronic Warfare (EW) messages (e.g. Casualty Report (CASREP), Tactical Electronic Intelligence (TACELINT), Electronic Attack (EA) request, etc.)
E7	CORE	Manage Passive Countermeasure System (PCMS) programs
E7	CORE	Manage strike group Information Operations (IO) training readiness requirements
E7	CORE	Manage training readiness
E7	CORE	Provide Electronic Warfare (EW) operational objective inputs
E7	CORE	Recommend Information Operations (IO)/Electronic Warfare (EW) mission objectives

E7	CORE	Request supporting Electronic Warfare (EW) assets
E4	CORE	Research adversary capabilities and limitations
E6	CORE	Schedule Electronic Warfare (EW) training events
E7	CORE	Validate adversary Intelligence, Surveillance, Reconnaissance, and Targeting (ISR-T) capabilities

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Comply with Naval Cryptologic and National security requirements (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operational Security (OPSEC) and directives and instructions associated with Secret Compartmented Information (SCI)
E6	CORE	Evaluate Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)
E7	CORE	Implement Disaster Recovery Plans (DRP)
E5	CORE	Implement Emergency Action Plans (EAP)
E5	CORE	Implement Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)
E7	CORE	Manage Naval and National security directives and instructions (e.g. physical security, Information Security (INFOSEC), Communication Security (COMSEC), Operations Security (OPSEC), etc.)

CHAPTER 21

DAMAGE CONTROLMAN
(DC)

NAVPERS 18068-21D
CH-66

Updated: April 2016

TABLE OF CONTENTS
DAMAGE CONTROLMAN (DC)

SCOPE OF RATING	DC-3
GENERAL INFORMATION	DC-4
SHIP SURVIVABILITY SYSTEMS MAINTAINER	DC-5
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) DEFENSE	DC-5
DAMAGE CONTROL	DC-5
EQUIPMENT MAINTENANCE	DC-6
SHIPBOARD DAMAGE CONTROL TRAINING	DC-7
TECHNICAL ADMINISTRATION	DC7
SHIP SURVIVABILITY SYSTEMS TECHNICIAN	DC-8
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) DEFENSE	DC-8
DAMAGE CONTROL	DC-8
EQUIPMENT MAINTENANCE	DC-9
SHIPBOARD DAMAGE CONTROL TRAINING	DC-9
TECHNICAL ADMINISTRATION	DC-9

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

DAMAGE CONTROLMAN (DC)

SCOPE OF RATING

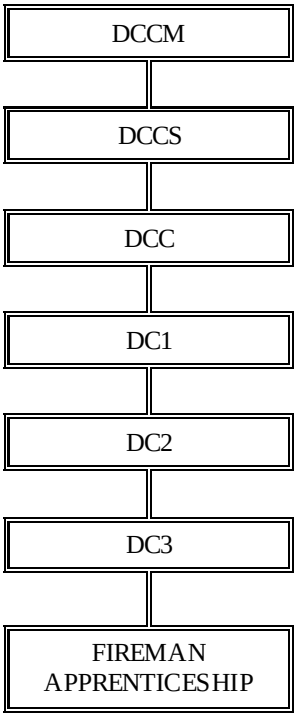
Damage Controlmen (DC) perform organizational and intermediate level maintenance and repair of damage control equipment and systems; plan, supervise, and perform tasks necessary for damage control, ship stability, preservation of watertight integrity, fire fighting, and Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) defense; instruct and coordinate damage control parties; instruct personnel in the techniques of damage control and CBRNE defense; and prepare records and reports.

.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 21.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Ship Survivability Systems Maintainer 003002

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Management	TBD	SHIP SURVIVAL SYS MAINTAINER	SHIP SURV MNT

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	DC	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Ship Survivability Systems Maintainers do the work necessary for damage control, ship stability, firefighting, fire prevention, and Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) defense; instruct personnel in the methods of damage control and CBRNE defense and repair damage control equipment and systems; operate, repair, and maintain installed firefighting systems and equipment, damage control equipment, and CBRNE defense equipment; train shipboard personnel in the operation, maintenance, and repair of damage control systems and equipment, life saving devices, and various firefighting methods; perform emergency repairs to decks, structures, pipes, and hulls by using emergency patching, plugging, and shoring; maintain and repair watertight closures and assorted fittings; and act as the ship's Fire Marshal and firefighting leaders and train ship's company in chemical, biological and radiological defense. Maintainers work under the supervision of a mentor while learning a trade or skill.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Other Crafts workers, N.E.C., General	179000	Emergency Management	11-9161.00	Management

Skills	Abilities
Equipment Maintenance	*Manual Dexterity*
Systems Evaluation	*Problem Sensitivity*
Operation Monitoring	*Multi-limb Coordination*
Operation and Control	*Deductive Reasoning*
Judgment and Decision Making	*Information Ordering*
Monitoring	*Written Comprehension*
Writing	*Written Expression*
Complex Problem Solving	*Oral Expression*
Equipment Selection	*Speech Clarity*
Management of Material Resources	*Finger Dexterity*

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) DEFENSE

Paygrade	Task Type	Task Statements
E4	CORE	Decontaminate ship
E4	CORE	Establish Contamination Control Areas (CCA)
E4	CORE	Establish Decontamination (DECON) stations
E4	CORE	Inspect chemical protective equipment
E4	CORE	Issue chemical protection equipment
E4	CORE	Test Decontamination (DECON) showers

DAMAGE CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Activate Aqueous Film Forming Foam (AFFF) stations
E4	CORE	Activate Damage Control Console (DCC) ventilation systems
E4	CORE	Actuate fire main valves from Damage Control Console (DCC)
E4	CORE	Actuate fire pumps from Damage Control Console (DCC)
E4	CORE	Actuate halon systems
E4	CORE	Dewater spaces using installed eductors
E4	CORE	Inspect Damage Control (DC) communication systems

DAMAGE CONTROL (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Inspect tanks and voids
E4	CORE	Install emergency pipe patches
E4	CORE	Install hull patches
E6	CORE	Maintain ships stability
E4	CORE	Monitor Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA) pressure gauges
E4	CORE	Perform emergency access actions
E4	CORE	Take soundings (e.g. compartments, tanks, voids, etc.)

EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Charge Self-Contained Breathing Apparatus (SCBA)
E4	CORE	Maintain Aqueous Film Forming Foam (AFFF) systems
E4	CORE	Maintain Aqueous Potassium Carbonate (APC) systems
E4	CORE	Maintain aviation firefighting equipment
E4	CORE	Maintain battle lanterns
E4	CORE	Maintain Collective Protective Systems (CPS)
E4	CORE	Maintain Damage Control (DC) helmet lights
E4	CORE	Maintain Damage Control Repair Station (DCRS) equipment
E4	CORE	Maintain electrical submersible pumps
E4	CORE	Maintain Emergency Escape Breathing Devices (EEBD)
E4	CORE	Maintain emergency overboard discharge connections
E4	CORE	Maintain fan unit cooling coils
E4	CORE	Maintain Fire Fighting Ensembles (FFE)
E4	CORE	Maintain fire hoses
E4	CORE	Maintain fire main systems
E4	CORE	Maintain fire stations
E4	CORE	Maintain fluid strainers
E4	CORE	Maintain freshwater firefighting systems
E4	CORE	Maintain fume tight doors
E4	CORE	Maintain gas masks
E4	CORE	Maintain halon systems
E4	CORE	Maintain inflatable life vests
E4	CORE	Maintain installed Carbon Dioxide (CO2) systems
E4	CORE	Maintain installed eductor systems
E4	CORE	Maintain ladder components
E4	CORE	Maintain Manual Valve Hydraulic Control (MVHC) stations
E4	CORE	Maintain Naval Firefighter's Thermal Imagers (NFTI)
E4	CORE	Maintain portable Aqueous Film Forming Foam (AFFF) equipment
E4	CORE	Maintain portable Carbon Dioxide (CO2) fire extinguishers

EQUIPMENT MAINTENANCE (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Maintain portable eductors
E4	CORE	Maintain portable electric de-smoking fans
E4	CORE	Maintain portable emergency access equipment
E4	CORE	Maintain portable emergency pumps
E4	CORE	Maintain Portable Exothermic Cutting Units (PECU)
E4	CORE	Maintain portable smoke generators
E4	CORE	Maintain portable water driven blowers
E4	CORE	Maintain Potassium Bicarbonate (PKP) bottles
E4	CORE	Maintain pre-heater and re-heater coils
E4	CORE	Maintain Self-Contained Breathing Apparatus (SCBA) charging stations
E4	CORE	Maintain Self-Contained Breathing Apparatus (SCBA) equipment
E4	CORE	Maintain sprinkler systems
E4	CORE	Maintain Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E4	CORE	Maintain variable nozzles
E4	CORE	Maintain ventilation ducting
E4	CORE	Maintain ventilation filters
E4	CORE	Maintain ventilation weather openings
E4	CORE	Maintain water wash down systems
E4	CORE	Maintain watertight and ballistic doors, hatches, and scuttles

SHIPBOARD DAMAGE CONTROL TRAINING

Paygrade	Task Type	Task Statements
E4	CORE	Conduct installed/portable Damage Control (DC) equipment training
E4	CORE	Conduct protective clothing training

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Calculate daily draft reports
E4	CORE	Review Hazardous Material (HAZMAT) inventories
E4	CORE	Review Hazardous Material User Guides (HMUG)
E4	CORE	Review Material Safety Data Sheets (MSDS)
E5	CORE	Update Casualty Control Station (CCS) logs
E5	CORE	Update closure logs
E4	CORE	Update Damage Control Console (DCC) logs

Job Title **Job Code**

Ship Survivability Systems Technician 003021

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Protective Service	TBD	SHIP SURVIVAL SYS TECHNICIAN	SHIP SURV TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	DC	NECs may include 4805 and 4811

Job Description

Ship Survivability Systems Technicians do the work necessary for damage control, ship stability, firefighting, fire prevention, and Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) defense; instruct personnel in the methods of damage control and CBRNE defense and repair damage control equipment and systems; operate, repair, and troubleshoot installed firefighting systems and equipment, damage control equipment, and CBRNE defense equipment; train shipboard personnel in the operation, maintenance, and repair of damage control systems and equipment, life saving devices, and various firefighting methods; perform emergency repairs to decks, structures, pipes, and hulls by using emergency patching, plugging, and shoring; maintain and repair watertight closures and assorted fittings; and act as the ship's Fire Marshal and firefighting leaders and train ship's company in chemical, biological and radiological defense. Technicians are expected to work independently and mentor Ship Survivability Systems Maintainer(s) with very limited supervision.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Other Crafts workers, N.E.C., General	179000	First-Line Supervisors/ Fire Fighting and Prevention	33-1021.00	Protective Service

Skills	Abilities
Writing	*Problem Sensitivity*
Systems Evaluation	*Manual Dexterity*
Monitoring	*Written Expression*
Operation and Control	*Information Ordering*
Operation Monitoring	*Written Comprehension*
Equipment Maintenance	*Deductive Reasoning*
Learning Strategies	*Mathematical Reasoning*
Mathematics	*Number Facility*
Quality Control Analysis	*Oral Expression*
Instructing	*Speech Clarity*

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) DEFENSE

Paygrade	Task Type	Task Statements
E5	CORE	Detect Alpha, Beta, Gamma radiation
E4	CORE	Issue chemical protection equipment

DAMAGE CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Activate Carbon Dioxide (CO2) fixed flooding
E5	CORE	Ballast ship
E6	CORE	Calculate effects of damage on ship's stability and buoyancy
E7	CORE	Calculate stability curves
E7	CORE	Compute effects of emergency repair on ship's stability
E5	CORE	Conduct air quality tests
E5	CORE	Deballast ship
E4	CORE	Inspect tanks and voids
E4	CORE	Monitor Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA) pressure gauges
E6	CORE	Plot stability curves

EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Activate Aqueous Potassium Carbonate (APC) system
E6	CORE	Maintain Damage Control (DC) directives
E4	CORE	Maintain gas-free engineering test equipment
E5	CORE	Perform casualty response actions

SHIPBOARD DAMAGE CONTROL TRAINING

Paygrade	Task Type	Task Statements
E5	CORE	Conduct casualty control team training
E5	CORE	Conduct crash and salvage training
E4	CORE	Conduct installed/portable Damage Control (DC) equipment training
E4	CORE	Conduct protective clothing training
E5	CORE	Evaluate Damage Control (DC) training drills

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Administer Damage Control (DC) training programs
E7	CORE	Approve Quality Assurance (QA) repair forms
E4	CORE	Calculate daily draft reports
E5	CORE	Draft Quality Assurance (QA) repair forms
E6	CORE	Review heat stress logs
E6	CORE	Review Quality Assurance (QA) repair forms
E7	CORE	Update battle bills
E6	CORE	Update Damage Control (DC) records
E7	CORE	Update darken ship bills
E5	CORE	Update master Compartment Check Off Lists (CCOL)
E6	CORE	Update master Damage Control (DC) books
E6	CORE	Update Quality Assurance (QA) repair forms
E7	CORE	Update rescue and assistance bills
E7	CORE	Update toxic gas bills

CHAPTER 23

MASS COMMUNICATION SPECIALIST (MC)

NAVPERS 18068-23B
CH-55

Updated: July 2013

TABLE OF CONTENTS
MASS COMMUNICATION SPECIALIST (MC)

SCOPE OF RATING	MC-3
GENERAL INFORMATION	MC-4
PRINT JOURNALIST	MC-5
COLLECTION	MC-5
INFORMATION RELEASE	MC-5
PLANNING CONTROL AND GUIDANCE	MC-5
PRODUCTION	MC-6
PUBLIC AFFAIRS SPECIALIST	MC-7
COLLECTION	MC-7
INFORMATION RELEASE	MC-7
PLANNING CONTROL AND GUIDANCE	MC-7
PRODUCTION	MC-8
BROADCASTER	MC-9
COLLECTION	MC-9
INFORMATION RELEASE	MC-9
PLANNING CONTROL AND GUIDANCE	MC-10
PRODUCTION	MC-10
PHOTOGRAPHER	MC-11
COLLECTION	MC-11
INFORMATION RELEASE	MC-11
PLANNING CONTROL AND GUIDANCE	MC-12
PRODUCTION	MC-12
MASS COMMUNICATION SPECIALIST SUPERVISOR	MC-13
COLLECTION	MC-13
INFORMATION RELEASE	MC-13
PLANNING CONTROL AND GUIDANCE	MC-14
PRODUCTION	MC-14
GRAPHIC ARTIST	MC-15
COLLECTION	MC-15
INFORMATION RELEASE	MC-15
PLANNING CONTROL AND GUIDANCE	MC-15
PRODUCTION	MC-16

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

MASS COMMUNICATION SPECIALIST (MC)

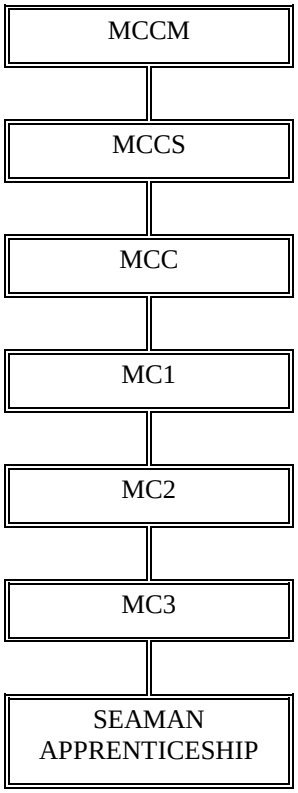
SCOPE OF RATING

Mass Communication Specialists (MC) perform duties in public affairs and visual information; present the Navy story to worldwide and Navy audiences through a variety of communication mediums; research and prepare print and broadcast journalism news and feature stories for military and civilian newspapers, magazines, television and radio broadcast stations; record still and video photography of military operations, exercises, and other Navy events; serve overseas, on ships, at combat camera units, and at stateside commands as photographers, combat photographers, public affairs specialists, newspaper and magazine staff, TV and radio station staff and talent; create graphics in support of the public affairs mission; create and manage official websites; and perform high-speed, high-volume graphic reproduction.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 23.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title
Print Journalist

Job Code
002206

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Arts, Design, Entertainment, Sports, and Media	TBD	PRINT JOURNALIST	PRNTJRNLST

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MC	8147

Job Description
Print Journalists write for printed and web-based publications, such as magazines, newspapers, websites, and military social media websites; and work in a variety of fields including news, feature writing, current affairs, and technical publications.

DoD Relationship

Group Title	*DoD Code*
Information and Education, General	157000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Interpreters and Translators	27-3091.00	Arts, Design, Entertainment, Sports, and Media

Skills	Abilities
Writing	*Written Expression*
Reading Comprehension	*Deductive Reasoning*
Coordination	*Written Comprehension*
Monitoring	*Originality*
Judgment and Decision Making	*Inductive Reasoning*
Management of Personnel Resources	*Information Ordering*
Persuasion	*Oral Comprehension*
Active Learning	*Oral Expression*
Active Listening	*Spatial Orientation*
Complex Problem Solving	*Visualization*

COLLECTION

Paygrade	Task Type	Task Statements
E4	CORE	Interview subjects for media products
E4	CORE	Monitor current events
E4	CORE	Research information

INFORMATION RELEASE

Paygrade	Task Type	Task Statements
E6	CORE	Release information
E5	CORE	Market Navy media products

PLANNING CONTROL AND GUIDANCE

Paygrade	Task Type	Task Statements
E6	CORE	Track publication and air date deadlines and milestones
E5	CORE	Direct production crews
E7	CORE	Evaluate public affair programs
E4	CORE	Maintain print production equipment
E4	CORE	Advise Chain of Command on public affairs matters
E4	CORE	Archive digital files
E5	CORE	Coordinate Public Affairs (PA) and Visual Information (VI) missions

PRODUCTION

Paygrade	Task Type	Task Statements
E4	CORE	Write features
E5	CORE	Draft media query responses
E5	CORE	Draft public information query responses
E5	CORE	Draft responses to audience correspondence
E4	CORE	Edit articles
E5	CORE	Edit captions
E6	CORE	Edit news releases
E5	CORE	Produce Public Service Announcements (PSA)
E4	CORE	Caption imagery
E4	CORE	Create layouts

Job Title

Public Affairs Specialist

Job Code

002274

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Management	TBD	PUBLIC AFFAIRS SPECIALIST	PUBAFFSPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MC	8153, 8152

Job Description

Public Affairs Specialists gather information for press releases; coordinate with members of the media and general public; provide communication counsel and serve as command spokespersons; arrange public exhibits, demonstrations, speaking engagements, news conferences, distinguished visitor visits, and tours; and schedule and conduct speeches.

DoD Relationship

Group Title	*DoD Code*
Information and Education, General	157000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Public Relations Managers	11-2031.00	Management

Skills	Abilities
Writing	*Deductive Reasoning*
Coordination	*Written Expression*
Reading Comprehension	*Oral Expression*
Critical Thinking	*Written Comprehension*
Management of Personnel Resources	*Information Ordering*
Monitoring	*Fluency of Ideas*
Operation and Control	*Inductive Reasoning*
Persuasion	*Originality*
Technology Design	*Oral Comprehension*
Judgment and Decision Making	*Problem Sensitivity*

COLLECTION

Paygrade	Task Type	Task Statements
E5	CORE	Survey audiences
E4	CORE	Interview subjects for media products
E4	CORE	Monitor current events
E4	CORE	Research information
E7	CORE	Conduct media analysis

INFORMATION RELEASE

Paygrade	Task Type	Task Statements
E4	CORE	Transmit digital imagery
E6	CORE	Release information
E5	CORE	Market Navy media products
E7	CORE	Approve digital imagery for release
E6	CORE	Conduct public affairs briefings
E7	CORE	Develop audience surveys

PLANNING CONTROL AND GUIDANCE

Paygrade	Task Type	Task Statements
E7	CORE	Manage websites
E6	CORE	Track publication and air date deadlines and milestones
E7	CORE	Develop public affairs contingency plans
E5	CORE	Direct internal public affairs coverage

E7	CORE	Process Freedom of Information Act (FOIA) requests
E7	CORE	Set up media operations centers (Joint Information Bureaus, Consolidated Press Information Centers)
E4	CORE	Archive digital files
E6	CORE	Conduct public affairs planning
E6	CORE	Coordinate distinguished visitor events
E7	CORE	Coordinate external media coverage
E4	CORE	Coordinate hometown news programs
E5	CORE	Coordinate local media interviews
E4	CORE	Maintain print production equipment
E7	CORE	Manage community outreach programs

PRODUCTION

Paygrade	**Task Type**	**Task Statements**
E4	CORE	Write news releases
E5	CORE	Draft media query responses
E5	CORE	Draft public information query responses
E5	CORE	Draft responses to audience correspondence
E4	CORE	Edit articles
E5	CORE	Edit broadcast scripts
E5	CORE	Edit captions
E6	CORE	Edit news releases
E6	CORE	Draft proposed public affairs guidance
E5	CORE	Escort media
E5	CORE	Produce Public Service Announcements (PSA)
E4	CORE	Assemble press kits
E4	CORE	Assemble welcome aboard kits
E4	CORE	Caption imagery
E4	CORE	Create layouts
E5	CORE	Design websites

Job Title
Broadcaster

Job Code
002618

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Arts, Design, Entertainment, Sports, and Media	TBD	BROADCASTERS	BRODCASTER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MC	8144, 8150, 8288, 5345, 3251

Job Description

Broadcasters deliver and produce radio and television broadcasts; collect, evaluate, and prepare military information for use on radio and television; operate all radio and television equipment; prepare and maintain operation logs; use studio video cameras, handheld video cameras, and a variety of editing systems, audio studios, and lighting equipment; and coordinate framing and composition, lighting, camera placement, audio and video editing, visualization, and storytelling.

DoD Relationship

Group Title	*DoD Code*
Information and Education, General	157000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Broadcast Technicians	27-4012.00	Arts, Design, Entertainment, Sports, and Media

Skills	Abilities
Operation and Control	*Information Ordering*
Equipment Selection	*Written Comprehension*
Writing	*Visualization*
Technology Design	*Deductive Reasoning*
Judgment and Decision Making	*Inductive Reasoning*
Management of Material Resources	*Spatial Orientation*
Management of Personnel Resources	*Oral Expression*
Monitoring	*Written Expression*
Quality Control Analysis	*Originality*
Reading Comprehension	*Category Flexibility*

COLLECTION

Paygrade	Task Type	Task Statements
E4	CORE	Interview subjects for media products
E4	CORE	Monitor current events
E4	CORE	Research information
E4	CORE	Shoot broadcast products under various lighting conditions
E4	CORE	Shoot controlled action broadcast products
E4	CORE	Shoot uncontrolled action broadcast products
E4	CORE	Collect audio and sound files
E4	CORE	Collect video files (archival, historical)

INFORMATION RELEASE

Paygrade	Task Type	Task Statements
E4	CORE	Transmit digital imagery
E5	CORE	Market Navy media products
E6	CORE	Release information
E6	CORE	Approve broadcast scripts
E7	CORE	Approve digital imagery for release

PLANNING CONTROL AND GUIDANCE

Paygrade	Task Type	Task Statements
E6	CORE	Track publication and air date deadlines and milestones
E5	CORE	Direct production crews
E7	CORE	Evaluate public affair programs
E4	CORE	Maintain broadcast equipment
E4	CORE	Set up equipment (broadcasting, photography, graphic arts)
E4	CORE	Archive digital files
E4	CORE	Advise Chain of Command on public affairs matters
E5	CORE	Coordinate Public Affairs (PA) and Visual Information (VI) missions

PRODUCTION

Paygrade	Task Type	Task Statements
E5	CORE	Direct broadcast productions
E4	CORE	Edit broadcast products
E5	CORE	Edit broadcast scripts
E5	CORE	Edit captions
E5	CORE	Edit multimedia products
E6	CORE	Edit news releases
	E4	CORE Operate Shipboard Information Training and Entertainment (SITE) systems
E4	CORE	Produce broadcast products (audio and video documentaries, news and feature stories, informational spots, and promos)
E5	CORE	Produce Public Service Announcements (PSA)
E4	CORE	Set up videographic equipment
E4	CORE	Anchor broadcast productions
E4	CORE	Caption imagery
E4	CORE	Create digital graphics
E4	CORE	Create multimedia products
E5	CORE	Create program schedules

Job Title
Photographer

Job Code
002619

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Arts, Design, Entertainment, Sports, and Media	TBD	PHOTOGRAPHER	PHOTGRAPHR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MC	8147, 8148, 8288, 5345

Job Description
Photographers take still photographs in support of written articles and provide coverage of special events, operational, intelligence, and mission essential documentation.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Photography, General	140000	Professional Photographers	27-4021.01	Arts, Design, Entertainment, Sports, and Media

Skills	Abilities
Operation and Control	*Information Ordering*
Equipment Selection	*Visualization*
Technology Design	*Inductive Reasoning*
Coordination	*Spatial Orientation*
Management of Material Resources	*Written Comprehension*
Monitoring	*Originality*
Quality Control Analysis	*Category Flexibility*
Reading Comprehension	*Deductive Reasoning*
Writing	*Written Expression*
Equipment Maintenance	*Finger Dexterity*

COLLECTION

Paygrade	Task Type	Task Statements
E4	CORE	Shoot uncontrolled action photographs
E4	CORE	Interview subjects for media products
E4	CORE	Monitor current events
E4	CORE	Research information
E4	CORE	Shoot controlled action photographs
E4	CORE	Shoot environmental portraits
E4	CORE	Shoot photographs under various lighting conditions
E4	CORE	Shoot photographs using various lens and angle perspective techniques
E4	CORE	Shoot studio photography
E4	CORE	Collect audio and sound files

INFORMATION RELEASE

Paygrade	Task Type	Task Statements
E4	CORE	Transmit digital imagery
E6	CORE	Release information
E5	CORE	Market Navy media products

PLANNING CONTROL AND GUIDANCE

Paygrade	Task Type	Task Statements
E6	CORE	Track publication and air date deadlines and milestones
E5	CORE	Direct production crews
E4	CORE	Maintain photography equipment
E4	CORE	Set up equipment (broadcasting, photography, graphic arts)
E4	CORE	Archive digital files
E4	CORE	Advise Chain of Command on public affairs matters
E5	CORE	Coordinate Public Affairs (PA) and Visual Information (VI) missions
E4	CORE	Maintain print production equipment

PRODUCTION

Paygrade	Task Type	Task Statements
E4	CORE	Edit broadcast products
E5	CORE	Edit captions
E4	CORE	Edit digital imagery
E5	CORE	Edit multimedia products
E6	CORE	Edit news releases
E4	CORE	Print photographs
E4	CORE	Caption imagery
E4	CORE	Create layouts
E4	CORE	Create multimedia products

Job Title **Job Code**

Mass Communication Specialist Supervisor 002621

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Management	TBD	MASS COMM SPECIALIST SUPV	MCSPECSUPV

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MC	8153, 8152; Manages job codes 002619 & 002274

Job Description

Mass Communication Specialist Supervisors direct or coordinate work in photography, journalism, public affairs, broadcast, videography, and graphic arts.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Information and Education, General	157000	Public Relations Managers	11-2031.00	Management

Skills	Abilities
Writing	*Deductive Reasoning*
Judgment and Decision Making	*Written Expression*
Coordination	*Written Comprehension*
Reading Comprehension	*Oral Expression*
Quality Control Analysis	*Inductive Reasoning*
Management of Personnel Resources	*Information Ordering*
Monitoring	*Oral Comprehension*
Complex Problem Solving	*Originality*
Critical Thinking	*Problem Sensitivity*
Operation and Control	*Visualization*

COLLECTION

Paygrade	Task Type	Task Statements
E5	CORE	Survey audiences
E4	CORE	Interview subjects for media products
E4	CORE	Monitor current events
E4	CORE	Research information
E7	CORE	Analyze audience survey results
E7	CORE	Conduct media analysis

INFORMATION RELEASE

Paygrade	Task Type	Task Statements
E4	CORE	Transmit digital imagery
E7	CORE	Develop audience surveys
E5	CORE	Market Navy media products
E6	CORE	Release information
E6	CORE	Approve broadcast scripts
E7	CORE	Approve digital imagery for release
E7	CORE	Approve media query responses
E7	CORE	Approve releases (media advisory and press)
E7	CORE	Approve responses to audience correspondence
E6	CORE	Conduct public affairs briefings
E7	CORE	Coordinate national media interviews

PLANNING CONTROL AND GUIDANCE

Paygrade	Task Type	Task Statements
E7	CORE	Manage community outreach programs
E5	CORE	Validate media credentials
E7	CORE	Develop crisis communication plans
E7	CORE	Develop public affairs contingency plans
E5	CORE	Direct internal public affairs coverage
E5	CORE	Direct production crews
E7	CORE	Evaluate inventory and production expenses
E7	CORE	Evaluate public affair programs
E5	CORE	Inspect quality of products
E7	CORE	Process Freedom of Information Act (FOIA) requests
E7	CORE	Set up media operations centers (Joint Information Bureaus, Consolidated Press Information Centers)
E7	CORE	Manage websites
E4	CORE	Advise Chain of Command on public affairs matters
E5	CORE	Approve digital imagery for production
E6	CORE	Approve final layouts for publication
E4	CORE	Archive digital files
E6	CORE	Conduct public affairs planning
E6	CORE	Coordinate distinguished visitor events
E7	CORE	Coordinate external media coverage
E4	CORE	Coordinate hometown news programs
E5	CORE	Coordinate local media interviews
E5	CORE	Coordinate Public Affairs (PA) and Visual Information (VI) missions
E7	CORE	Determine host nation sensitivities

PRODUCTION

Paygrade	Task Type	Task Statements
E4	CORE	Write news releases
E5	CORE	Draft media query responses
E5	CORE	Draft public information query responses
E5	CORE	Draft responses to audience correspondence
E6	CORE	Draft proposed public affairs guidance
E4	CORE	Edit articles
E4	CORE	Edit broadcast products
E5	CORE	Edit captions
E6	CORE	Edit news releases
E5	CORE	Escort media
E5	CORE	Produce Public Service Announcements (PSA)
E4	CORE	Caption imagery
E5	CORE	Create program schedules
E5	CORE	Design websites

Job Title
Graphic Artist

Job Code
002622

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Management	TBD	GRAPHIC ARTIST	GRAPH ART

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MC	8193, 8151

Job Description
Graphic Artists create effective visual designs for print and electronic publications, posters, presentations, video products, and other media materials to support the Navy's public affairs mission.

DoD Relationship

Group Title	*DoD Code*
Information and Education, General	157000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Industrial Production Managers	11-3051.00	Management

Skills	Abilities
Technology Design	*Visualization*
Management of Material Resources	*Deductive Reasoning*
Quality Control Analysis	*Information Ordering*
Operation and Control	*Written Comprehension*
Equipment Selection	*Inductive Reasoning*
Monitoring	*Originality*
Writing	*Written Expression*
Coordination	*Oral Expression*
Judgment and Decision Making	*Spatial Orientation*
Management of Personnel Resources	*Oral Comprehension*

COLLECTION

Paygrade	Task Type	Task Statements
E4	CORE	Interview subjects for media products
E4	CORE	Monitor current events
E4	CORE	Research information
E4	CORE	Collect audio and sound files
E4	CORE	Collect video files (archival, historical)

INFORMATION RELEASE

Paygrade	Task Type	Task Statements
E4	CORE	Transmit digital imagery
E6	CORE	Release information
E5	CORE	Market Navy media products
E7	CORE	Approve digital imagery for release

PLANNING CONTROL AND GUIDANCE

Paygrade	Task Type	Task Statements
E7	CORE	Manage websites
E6	CORE	Track publication and air date deadlines and milestones
E5	CORE	Direct production crews
E7	CORE	Evaluate public affair programs
E5	CORE	Inspect quality of products
E4	CORE	Maintain print production equipment

E4	CORE	Advise Chain of Command on public affairs matters
E4	CORE	Archive digital files
E5	CORE	Coordinate Public Affairs (PA) and Visual Information (VI) missions
E4	CORE	Maintain reproduction and graphics equipment

PRODUCTION

Paygrade	Task Type	Task Statements
E4	CORE	Edit broadcast products
E5	CORE	Edit captions
E4	CORE	Edit digital imagery
E5	CORE	Edit multimedia products
E6	CORE	Edit news releases
E4	CORE	Print photographs
E4	CORE	Produce broadcast products (audio and video documentaries, news and feature stories, informational spots, and promos)
E5	CORE	Produce Public Service Announcements (PSA)
E4	CORE	Reproduce prints and publications
E4	CORE	Caption imagery
E4	CORE	Create digital graphics
E4	CORE	Create layouts
E4	CORE	Create multimedia products
E5	CORE	Design websites

CHAPTER 28

ENGINEERING AIDE
(EA)

NAVPERS 18068-28E
CH-66

Updated: April 2016

TABLE OF CONTENTS
ENGINEERING AIDE (EA)

SCOPE OF RATING	EA-3
GENERAL INFORMATION	EA-4
ENGINEERING AIDE	EA-5
CONSTRUCTION DESIGN	EA-5
CONSTRUCTION MANAGEMENT	EA-5
DRAFTING	EA-6
ENGINEERING TECHNICAL SUPPORT	EA-6
FACILITIES SUPPORT	EA-7
MATERIALS TESTING	EA-7
SEABEE COMMON CORE	EA-7
SURVEYING	EA-8
UNDERWATER CONSTRUCTION	EA-8

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

ENGINEERING AIDE (EA)

SCOPE OF RATING

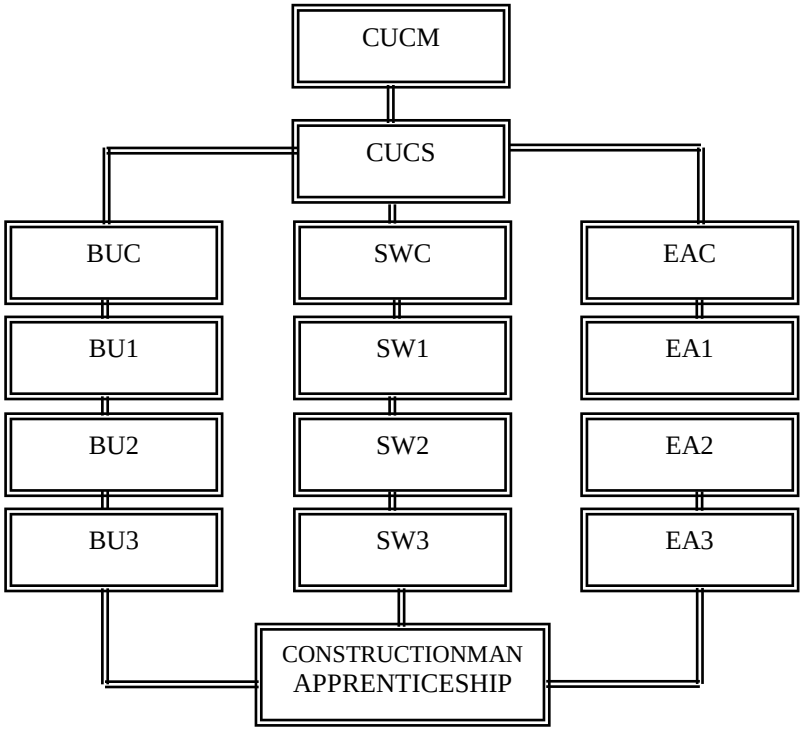
Engineering Aides (EA) plan, supervise, and perform tasks required in surveying, drafting, materials testing, and construction management; establish control survey points, run traverses, obtain and convert field notes into topographic maps, and stake out for excavations; prepare, edit, and reproduce construction drawings; maintain systems to test and design aggregate mixes for soil-cement, concrete, and bituminous applications; prepare timekeeping records, construction schedules, and planning and estimating, quality control and progress reports; provide facilities support; maintain individual combat readiness; and perform tasks required in combat and Humanitarian Assistance/Disaster Recovery operations (HADR).

.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 28.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Engineering Aide

Job Code

001160

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Architecture and Engineering	TBD	ENGINEERING AIDE	ENGINEER AIDE

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	EA	NEC's 5501, 5503, 5708, 5712, 5931, 5932, 5933, 6021, 9920.

Job Description

Engineering Aides plan, supervise, and perform tasks required in surveying, drafting, materials testing, and construction management; establish control survey points, run traverses, obtain and convert field notes into topographic maps, and stake out for excavations; prepare, edit, and reproduce construction drawings; maintain systems to test and design aggregate mixes for soil-cement, concrete, and bituminous applications; and prepare timekeeping records, construction schedules and planning and estimating, and quality control and progress reports. As project managers, they plan, staff, direct, and control multiple construction projects to include problem solving, planning, estimating, scheduling, cost control, and personnel management ensuring compliance with specifications, code requirements, plans, and contracts; and act as project supervisors and trainers for junior personnel.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Construction, General	171000	Civil Engineering Technicians	17-3022.00	Architecture and Engineering

Skills	Abilities
Critical Thinking	*Information Ordering*
Management of Personnel Resources	*Deductive Reasoning*
Operation and Control	*Inductive Reasoning*
Complex Problem Solving	*Oral Expression*
Management of Material Resources	*Control Precision*
Coordination	*Problem Sensitivity*
Mathematics	*Manual Dexterity*
Judgment and Decision Making	*Mathematical Reasoning*
Active Listening	*Response Orientation*
Operation Monitoring	*Reaction Time*

CONSTRUCTION DESIGN

Paygrade	Task Type	Task Statements
E4	CORE	Draft architectural designs
E4	CORE	Draft civil engineering designs
E4	CORE	Draft electrical component designs
E4	CORE	Draft heavy construction designs
E4	CORE	Draft mechanical component designs
E4	CORE	Draft structural members designs

CONSTRUCTION MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct three-phase quality control inspections
E4	CORE	Develop construction activity estimates
E5	CORE	Develop construction environmental protection plans
E5	CORE	Develop construction project packages
E5	CORE	Develop construction safety plans
E4	CORE	Develop construction sketches and diagrams
E5	CORE	Develop project three-phase quality control plans
E5	CORE	Establish construction site layouts
E4	CORE	Inspect construction materials

E6	CORE	Inspect construction projects
E4	NON-CORE	Interpret construction drawings and specifications
E4	CORE	Inventory project tools and materials
E5	CORE	Lead construction projects
E5	CORE	Maintain construction project resources
E5	CORE	Maintain facilities
E7	NON-CORE	Manage camp maintenance operations
E7	CORE	Manage construction environmental protection programs
E6	CORE	Manage construction project resources
E7	CORE	Manage construction projects
E7	CORE	Manage construction safety programs
E7	CORE	Manage facilities maintenance programs
E6	NON-CORE	Manage maintenance contracts
E7	CORE	Manage project quality control programs
E7	CORE	Manage three-phase quality control programs
E6	NON-CORE	Monitor construction project contracts
E5	CORE	Supervise construction project safety operations
E6	CORE	Supervise construction projects
E6	CORE	Supervise construction safety operations
E6	CORE	Supervise environmental protection programs
E6	CORE	Supervise facilities maintenance programs
E6	CORE	Supervise planning and estimating operations
E5	CORE	Supervise project three-phase quality control programs
E5	CORE	Turnover construction projects
E5	NON-CORE	Validate project surveys and elevation data

DRAFTING

Paygrade	Task Type	Task Statements
E4	CORE	Analyze construction drawings
E4	CORE	Develop construction plans using Computer-Aided Drafting (CAD) software
E4	CORE	Prepare construction drawings
E4	CORE	Produce construction drawings
E5	CORE	Supervise drafting operations

ENGINEERING TECHNICAL SUPPORT

Paygrade	Task Type	Task Statements
E4	CORE	Calculate engineering and construction design requirements
E6	NON-CORE	Conduct building inspections
E6	NON-CORE	Consolidate construction project specifications
E5	CORE	Develop unit operational reports
E4	CORE	Maintain engineering technical libraries
E4	CORE	Maintain engineering tool kits

E4	CORE	Maintain technical plan files and records
E7	CORE	Manage engineering support operations
E6	CORE	Supervise engineering support operations

FACILITIES SUPPORT

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer facilities maintenance contracts
E5	NON-CORE	Administer facilities maintenance programs
E4	CORE	Coordinate facilities maintenance program requests
E7	NON-CORE	Manage facilities contract administration programs
E7	NON-CORE	Manage facilities maintenance programs

MATERIALS TESTING

Paygrade	Task Type	Task Statements
E4	CORE	Compute bituminous mix design proportions
E4	CORE	Compute concrete mix design proportions
E4	CORE	Compute soil-cement mix design proportions
E5	CORE	Develop materials testing reports
E6	NON-CORE	Supervise batch plant operations
E5	NON-CORE	Supervise batch plant quality assurance programs
E6	CORE	Supervise materials testing operations
E4	CORE	Test asphalt materials
E4	CORE	Test concrete materials
E4	CORE	Test soil materials

SEABEE COMMON CORE

Paygrade	Task Type	Task Statements
E4	CORE	Apply combat life saving techniques
E4	CORE	Conduct Chemical, Biological, Radiological and Nuclear Explosive (CBRNE) defensive operations
E4	CORE	Conduct convoy operations
E4	CORE	Conduct Disaster Recovery Operations (DRO)
E4	CORE	Conduct embarkation and debarkation operations
E6	NON-CORE	Conduct Maritime Prepositioning Force (MPF) operations
E4	CORE	Conduct personal protection and decontamination operations
E4	CORE	Employ Advance Base Functional Component (ABFC) systems
E4	CORE	Employ grenades, mines, and pyrotechnics
E4	CORE	Employ land survival techniques
E4	NON-CORE	Maintain crew-served weapons
E4	CORE	Maintain field communications equipment
E4	CORE	Maintain Personal Gear Issue (PGI)
E4	CORE	Maintain small arms
E4	NON-CORE	Operate crew-served weapons

E4	CORE	Operate field communications equipment
E4	CORE	Operate small arms
E4	CORE	Patrol assigned areas
E7	CORE	Perform command and control of a company
E4	CORE	Perform command and control of a fire team
E6	CORE	Perform command and control of a platoon
E5	CORE	Perform command and control of a squad
E7	NON-CORE	Plan convoy operations
E4	CORE	Repair damaged airfields
E4	CORE	Set tactical defenses
E7	NON-CORE	Supervise Airfield Damage Repair (ADR) operations

SURVEYING

Paygrade	Task Type	Task Statements
E4	CORE	Conduct construction surveys
E5	CORE	Conduct engineering surveys
E4	CORE	Conduct Global Positioning System (GPS) surveys
E4	CORE	Develop survey designs using Geographic Information Systems (GIS) software
E5	CORE	Supervise surveying operations

UNDERWATER CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct oceanographic surveys
E5	NON-CORE	Maintain diving equipment
E5	NON-CORE	Maintain diving support equipment
E7	NON-CORE	Manage demolition operations
E7	NON-CORE	Manage diving emergency procedures
E7	NON-CORE	Manage diving equipment maintenance
E7	NON-CORE	Manage diving support equipment maintenance
E7	NON-CORE	Manage light salvage operations
E7	NON-CORE	Manage Maritime Prepositioning Force (MPF) pre-offload operations
E7	NON-CORE	Manage Naval Sea Systems Command (NAVSEA) system certification programs
E7	NON-CORE	Manage oceanographic surveys
E7	NON-CORE	Manage Offshore Petroleum Distribution System (OPDS) operations
E7	NON-CORE	Manage Remote Operated Vehicle (ROV) operations
E7	NON-CORE	Manage small craft operations
E7	NON-CORE	Manage underwater construction operations
E5	NON-CORE	Perform coxswain duties
E5	NON-CORE	Perform demolition operations
E5	NON-CORE	Perform diving emergency procedures
E5	NON-CORE	Perform diving operations
E5	NON-CORE	Perform light salvage operations

E5	NON-CORE	Perform Maritime Prepositioning Force (MPF) pre-offload operations
E5	NON-CORE	Perform Offshore Petroleum Distribution System (OPDS) operations
E5	NON-CORE	Perform Remote Operated Vehicle (ROV) operations
E5	NON-CORE	Perform small craft operations
E5	NON-CORE	Perform underwater construction operations
E6	NON-CORE	Supervise demolition operations
E6	NON-CORE	Supervise diving emergency procedures
E6	NON-CORE	Supervise diving equipment maintenance
E6	NON-CORE	Supervise diving operations
E6	NON-CORE	Supervise diving support equipment maintenance
E6	NON-CORE	Supervise light salvage operations
E6	NON-CORE	Supervise Maritime Prepositioning Force (MPF) pre-offload operations
E6	NON-CORE	Supervise Naval Sea Systems Command (NAVSEA) system certification programs
E6	NON-CORE	Supervise oceanographic surveys
E6	NON-CORE	Supervise Offshore Petroleum Distribution System (OPDS) operations
E6	NON-CORE	Supervise Remote Operated Vehicle (ROV) operations
E6	NON-CORE	Supervise small craft operations
E6	NON-CORE	Supervise underwater construction operations

CHAPTER 29

ELECTRICIAN'S MATE
(EM)

NAVPERS 18068-29F
CH-43

ELECTRICIAN'S MATE (EM) TABLE OF CONTENTS

SCOPE OF RATING	EM-3
GENERAL INFORMATION	EM-4
ELECTRICAL SYSTEMS MAINTAINER	EM-5
AUXILIARY ELECTRICAL EQUIPMENT	EM-5
ELECTRICAL INSTALLATIONS	EM-7
ELEVATORS AND CONVEYORS	EM-7
LIFTING EQUIPMENT	EM-7
LIGHTING SYSTEMS	EM-7
MOTORS AND GENERATORS	EM-8
POWER DISTRIBUTION	EM-8
SMALL CRAFT	EM-9
TECHNICAL ADMINISTRATION	EM-9
ELECTRICAL SYSTEMS TECHNICIAN	EM-10
AUXILIARY ELECTRICAL EQUIPMENT	EM-10
ELECTRICAL INSTALLATIONS	EM-12
ELEVATORS AND CONVEYORS	EM-12
LIFTING EQUIPMENT	EM-12
LIGHTING SYSTEMS	EM-13
MOTORS AND GENERATORS	EM-13
POWER DISTRIBUTION	EM-14
SMALL CRAFT	EM-14
TECHNICAL ADMINISTRATION	EM-14

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

ELECTRICIAN'S MATE (EM)

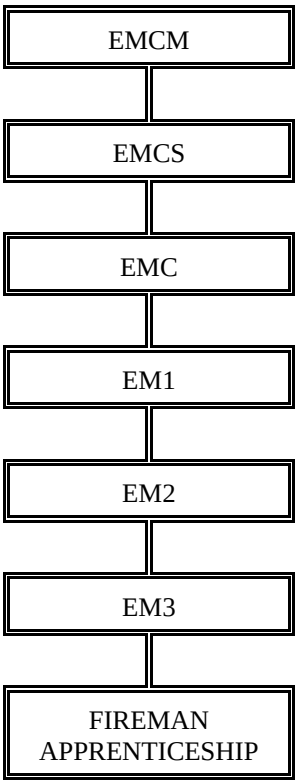
SCOPE OF RATING

Electrician's Mates (EM) stand watch on generators, switchboards, control equipment, and electrical equipment; operate and perform organizational and intermediate maintenance on power and lighting circuits, electrical fixtures, motors, generators, voltage and frequency regulators, controllers, distribution switchboards and other electrical equipment; test for short circuits and grounds; and rebuild electrical equipment, including solid state circuitry elements.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 29.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Electrical Systems Maintainer

Job Code

003699

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	4900-2094.00	ELECTRICAL SYSTEMS MAINTAINER	ESYS MAINT

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	EM	A	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Electrical Systems Maintainers are responsible for the installation, operation, adjustment, routine maintenance, inspection, testing and repair of a ship's electrical power generation systems, lighting systems, electrical equipment, electrical appliances, and interpreting the electrical sketches, diagrams, and blueprints associated with those systems. They maintain operating efficiency of distribution panels, switches, switchboards, controllers, voltage regulators, current transformers, voltage transformers, and electric motors. They inspect, maintain, test, and repair electrical power equipment and related electronic equipment, install and maintain storage batteries, install power and lighting circuits, connect electric power machinery and electric power equipment, repair distribution circuits, and run wiring for lights and other equipment. They perform maintenance and repair of electrical equipment and appliances, shipboard elevator systems, and various propulsion and auxiliary control consoles, test for short circuits and grounds, and rebuild electrical equipment. These maintainers work under the supervision of a mentor while learning a trade or skill.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Electric Power	166200	Electrical and Electronics Repairers, Commercial and Industrial Equipment	Installation, Maintenance, and Repair
166	16	49-2094.00	49

AUXILIARY ELECTRICAL EQUIPMENT

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Maintain air compressor electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain air conditioning system electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E5	CORE	Maintain alarm system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain battery support systems		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain boiler electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain cathodic protection system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain chilled water system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain Collection, Holding, and Transfer (CHT) system electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain degaussing system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain dehydrator electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*

E4	CORE	Maintain electrically-operated valve components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain galley equipment electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain laundry equipment electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain mess deck equipment electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain precipitator components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain Programmable Logic Controllers (PLC)		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain refrigeration system electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain salinity indicating system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain scullery equipment electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain sensing and control electrical devices		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E5	CORE	Maintain shaft speed sensing, indication, and Engine Order Telegraph (EOT) components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain ships heating system electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain steering control system electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E5	CORE	Maintain ultrasonic cleaner components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain ventilation system electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain welding equipment electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Repair ships heating system electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Test storage batteries		
			Operation Monitoring	*Extent Flexibility*
			Quality Control Analysis	*Multi-limb Coordination*
E4	CORE	Troubleshoot ships heating system electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

ELECTRICAL INSTALLATIONS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Interpret working drawings		
			Complex Problem Solving	*Written Expression*
			Critical Thinking	*Written Comprehension*

ELEVATORS AND CONVEYORS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Maintain conveyor electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain elevator and dumbwaiter electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Repair conveyor electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Repair elevator and dumbwaiter electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*

LIFTING EQUIPMENT

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Maintain capstan electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain crane electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain electrical hoist electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain electrical winch components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain windlass electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*

LIGHTING SYSTEMS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Maintain flight deck lighting system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain general lighting system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain navigation and signal lighting system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*

MOTORS AND GENERATORS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Maintain Alternating Current (AC) motor electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain Direct Current (DC) generator components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain Direct Current (DC) motors		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain Motor Generator (MG) sets		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain Ships Service Generator (SSG) electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain static converter components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E5	CORE	Maintain static inverter components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*

POWER DISTRIBUTION

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Clean casualty power system components		
			Equipment Maintenance	*Manual Dexterity*
			Equipment Selection	*Problem Sensitivity*
E4	CORE	Inspect casualty power system components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Memorization*
E4	CORE	Maintain Arc Fault Detector (AFD) system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain Automatic Bus Transfer (ABT) components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain circuit breakers		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain electrical connections		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain electrical distribution switchboard components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain electrical power monitoring systems		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain grounding straps		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain magnetic controllers		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*

E4	CORE	Maintain Manual Bus Transfer (MBT) components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain shore power cable components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Maintain storage batteries		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Operate electrical distribution switchboard components		
			Operation and Control	*Manual Dexterity*
			Operation Monitoring	*Finger Dexterity*
E4	CORE	Operate power distribution system components		
			Operation and Control	*Manual Dexterity*
			Operation Monitoring	*Finger Dexterity*
E4	CORE	Perform shore power cable operations		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*

SMALL CRAFT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Maintain small craft electrical system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Repair small craft electrical system components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Troubleshoot small craft electrical system components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

TECHNICAL ADMINISTRATION

E6	CORE	Maintain administrative programs		
			Learning Strategies	*Deductive Reasoning*
			Monitoring	*Written Comprehension*
E6	CORE	Review administrative programs		
			Monitoring	*Inductive Reasoning*
			Reading Comprehension	*Deductive Reasoning*
E6	CORE	Update administrative programs		
			Monitoring	*Written Comprehension*
			Writing	*Deductive Reasoning*

Job Title

Electrical Systems Technician

Job Code

003302

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	4900-2094.00	ELECTRICAL SYSTEMS TECHNICIAN	E SYS TEC

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	EM	J/M	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Electrical Systems Technicians are responsible for the installation, operation, adjustment, routine maintenance, inspection, testing and repair of a ship's electrical power generation systems, lighting systems, electrical equipment, electrical appliances, and interpreting the electrical sketches, diagrams, and blueprints associated with those systems. They maintain operating efficiency of distribution panels, switches, switchboards, controllers, voltage regulators, current transformers, voltage transformers, and electric motors. They inspect, maintain, test, and repair electrical power equipment and related electronic equipment, install and maintain storage batteries, install power and lighting circuits, connect electric power machinery and electric power equipment, repair distribution circuits, and run wiring for lights and other equipment. They perform maintenance and repair of electrical equipment and appliances, shipboard elevator systems, and various propulsion and auxiliary control consoles, test for short circuits and grounds, and rebuild electrical equipment. These technicians are expected to perform work independently and mentor Electrical Systems Maintainers with limited supervision.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Electric Power	166200	Electrical and Electronics Repairers, Commercial and Industrial Equipment	Installation, Maintenance, and Repair
166	16	49-2094.00	49

AUXILIARY ELECTRICAL EQUIPMENT

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Maintain fire protection system electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E5	CORE	Maintain generator governor system electrical components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E5	CORE	Repair battery support systems		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair boiler electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair Collection, Holding, and Transfer (CHT) system electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair degaussing system components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair dehydrator electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair electrically-operated valve components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair fire protection system electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair generator governor system electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*

E5	CORE	Repair precipitator components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair salinity indicating system components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Repair sensing and control electrical devices		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair shaft speed sensing, indication, and Engine Order Telegraph (EOT) components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair ships steering control system electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair ultrasonic cleaner components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Repair welding equipment electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Troubleshoot battery support systems		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot boiler electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E4	CORE	Troubleshoot Collection, Holding, and Transfer (CHT) system electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot degaussing system components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot dehydrator electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot electrically-operated valve components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot fire protection system electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot generator governor system electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot precipitator components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot salinity indicating system components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot sensing and control electrical devices		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot shaft speed sensing, indication, and Engine Order Telegraph (EOT) components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

E5	CORE	Troubleshoot ships steering control system electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot ultrasonic cleaner components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot welding equipment electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

ELECTRICAL INSTALLATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Install permanent cables		
			Installation	*Manual Dexterity*
			Repairing	*Finger Dexterity*
E5	CORE	Interpret working drawings		
			Complex Problem Solving	*Written Expression*
			Critical Thinking	*Written Comprehension*
E4	CORE	Repair damaged electrical equipment		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Repair deranged electrical equipment		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*

ELEVATORS AND CONVEYORS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Repair conveyor electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Repair elevator and dumbwaiter electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Troubleshoot conveyor electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E4	CORE	Troubleshoot elevator and dumbwaiter electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

LIFTING EQUIPMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Repair capstan electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair crane electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair electrical hoist electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Repair electrical winch components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair windlass electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*

E4	CORE	Troubleshoot capstan electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot crane electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot electrical hoist electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E4	CORE	Troubleshoot electrical winch components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot windlass electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

LIGHTING SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Repair flight deck lighting system components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Repair general lighting system components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Repair navigation and signal lighting system components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Troubleshoot flight deck lighting system components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E4	CORE	Troubleshoot general lighting system components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E4	CORE	Troubleshoot navigation and signal lighting system components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

MOTORS AND GENERATORS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Repair Direct Current (DC) generator components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair Motor Generator (MG) sets		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair Ships Service Generator (SSG) electrical components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair static converter components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair static inverter components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Troubleshoot Direct Current (DC) generator components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

E5	CORE	Troubleshoot Motor Generator (MG) sets		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot Ships Service Generator (SSG) electrical components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot static converter components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot static inverter components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

POWER DISTRIBUTION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Repair Arc Fault Detector (AFD) system components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair electrical distribution switchboard components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Repair power distribution system components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E5	CORE	Test casualty power system components		
			Operation Monitoring	*Extent Flexibility*
			Quality Control Analysis	*Multi-limb Coordination*
E5	CORE	Test electrical distribution switchboard components		
			Operation Monitoring	*Extent Flexibility*
			Quality Control Analysis	*Multi-limb Coordination*
E5	CORE	Troubleshoot Arc Fault Detector (AFD) system components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot electrical distribution switchboard components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Troubleshoot power distribution system components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

SMALL CRAFT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Maintain small craft electrical system components		
			Operation and Control	*Manual Dexterity*
			Systems Evaluation	*Finger Dexterity*
E4	CORE	Repair small craft electrical system components		
			Management of Material Resources	*Multi-limb Coordination*
			Repairing	*Manual Dexterity*
E4	CORE	Troubleshoot small craft electrical system components		
			Systems Evaluation	*Multi-limb Coordination*
			Troubleshooting	*Inductive Reasoning*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Approve Quality Assurance (QA) repair forms		
			Equipment Selection	*Written Comprehension*
			Management of Material Resources	*Deductive Reasoning*

E6	CORE	Maintain administrative programs		
			Learning Strategies	*Deductive Reasoning*
			Monitoring	*Written Comprehension*
E5	CORE	Prepare Quality Assurance (QA) repair forms		
			Equipment Selection	*Written Comprehension*
			Management of Material Resources	*Written Expression*
E6	CORE	Review administrative programs		
			Monitoring	*Inductive Reasoning*
			Reading Comprehension	*Deductive Reasoning*
E5	CORE	Review Quality Assurance (QA) repair forms		
			Monitoring	*Inductive Reasoning*
			Reading Comprehension	*Deductive Reasoning*
E6	CORE	Update administrative programs		
			Monitoring	*Written Comprehension*
			Writing	*Deductive Reasoning*
E5	CORE	Update Quality Assurance (QA) repair forms		
			Monitoring	*Written Comprehension*
			Writing	*Deductive Reasoning*

ELECTRICIAN'S MATE (NUCLEAR) EM(NUC) TABLE OF CONTENTS

SCOPE OF RATING	EM-4(N)
GENERAL INFORMATION	EM-5(N)
SUBMARINE PROPULSION PLANT ELECTRICAL OPERATOR	EM-6(N)
AUXILIARY ELECTRICAL EQUIPMENT	EM-6(N)
CASUALTY CONTROL	EM-11(N)
CIRCUIT BREAKERS	EM-11(N)
ELECTRICAL INSTALLATIONS	EM-12(N)
HOUSEKEEPING AND MACHINERY ANALYSIS	EM-12(N)
LIGHTING SYSTEMS	EM-13 (N)
MOTORS AND GENERATORS	EM-13(N)
POWER DISTRIBUTION	EM-15(N)
REACTOR PLANT ASSOCIATED EQUIPMENT	EM-17(N)
SHIP SECURITY	EM-17(N)
STEAM PLANT ASSOCIATED EQUIPMENT	EM-18(N)
TECHNICAL ADMINISTRATION	EM-19(N)
SUBMARINE PROPULSION PLANT ELECTRICAL SUPERVISOR	EM-21(N)
AUXILIARY ELECTRICAL EQUIPMENT	EM-21(N)
CASUALTY CONTROL	EM-21(N)
CIRCUIT BREAKERS	EM-21(N)
HOUSEKEEPING AND MACHINERY ANALYSIS	EM-21(N)
MOTORS AND GENERATORS	EM-21(N)
POWER DISTRIBUTION	EM-22(N)
REACTOR PLANT ASSOCIATED EQUIPMENT	EM-22(N)
TECHNICAL ADMINISTRATION	EM-22(N)
SUBMARINE PROPULSION PLANT ELECTRICAL MANAGER	EM-23(N)
CASUALTY CONTROL	EM-23(N)
ELECTRICAL INSTALLATIONS	EM-23(N)
TECHNICAL ADMINISTRATION	EM-23(N)
SURFACE PROPULSION PLANT ELECTRICAL OPERATOR	EM-24(N)
AUXILIARY ELECTRICAL EQUIPMENT	EM-24(N)
CASUALTY CONTROL	EM-27(N)
CIRCUIT BREAKERS	EM-27(N)
ELECTRICAL INSTALLATIONS	EM-28(N)
HOUSEKEEPING AND MACHINERY ANALYSIS	EM-28(N)
LIGHTING SYSTEMS	EM-28(N)
MOTORS AND GENERATORS	EM-28(N)
POWER DISTRIBUTION	EM-30(N)

ELECTRICIAN'S MATE (NUCLEAR) EM(NUC) TABLE OF CONTENTS (CONT)

REACTOR PLANT ASSOCIATED EQUIPMENT	EM-31(N)
SHIP SECURITY	EM-32(N)
STEAM PLANT ASSOCIATED EQUIPMENT	EM-32(N)
TECHNICAL ADMINISTRATION	EM-33(N)
SURFACE PROPULSION PLANT ELECTRICAL SUPERVISOR	EM-35(N)
AUXILIARY ELECTRICAL EQUIPMENT	EM-35(N)
CASUALTY CONTROL	EM-35(N)
CIRCUIT BREAKERS	EM-35(N)
HOUSEKEEPING AND MACHINERY ANALYSIS	EM-35(N)
MOTORS AND GENERATORS	EM-35(N)
POWER DISTRIBUTION	EM-36(N)
REACTOR PLANT ASSOCIATED EQUIPMENT	EM-36(N)
TECHNICAL ADMINISTRATION	EM-36(N)
SURFACE PROPULSION PLANT ELECTRICAL MANAGER	EM-37(N)
CASUALTY CONTROL	EM-37(N)
ELECTRICAL INSTALLATIONS	EM-37(N)
POWER DISTRIBUTION	EM-37(N)
REACTOR PLANT ASSOCIATED EQUIPMENT	EM-37(N)
TECHNICAL ADMINISTRATION	EM-37(N)

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

ELECTRICIAN'S MATE(NUCLEAR) EM(NUC)

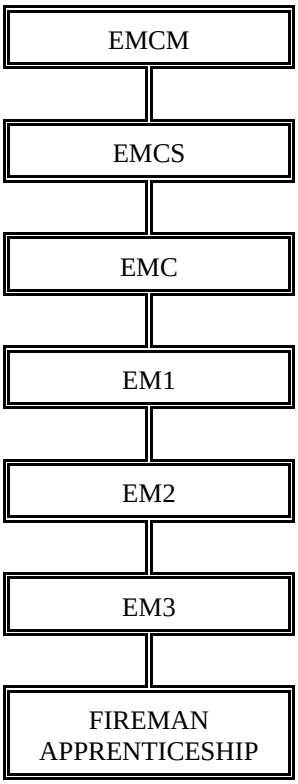
SCOPE OF RATING

Electrician's Mates (Nuclear) EM(NUC) stand watch on generators, switchboards, control equipment, electrical equipment and shutdown reactor plants; operate and perform organizational and intermediate maintenance on power and lighting circuits, electrical fixtures, motors, generators, voltage and frequency regulators, controllers, distribution switchboards, and other electrical equipment; test for short circuits, grounds or other casualties; and rebuild electrical equipment, including solid state circuitry elements in an electrical shop.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 29.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-500, 1306-502, 1306-504, and 1306-618.

SAFETY

The observance of proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Submarine Propulsion Plant Electrical Operator 003777

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	5100-8013.00	SUB PROPULSION PLANT ELECT OP	SS PPE OP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	EM(NUC)	A/J	NEC 3354

Job Description

Submarine Propulsion Plant Electrical Operators perform operations and basic preventive maintenance of electrical distribution systems, motors and controllers, electrical generators, lighting systems, alarm and indicating systems, machinery vibration analysis equipment, throttle control systems, and other electrical and electronic support equipment. They possess a thorough understanding of reactor, electrical, and mechanical theory involved in the operation of nuclear reactors, steam plants, and auxiliary equipment. They also possess a detailed knowledge of chemistry and radiological controls associated with the nuclear reactor. Electrical Operators supervise operations of the shutdown reactor plant. This job performs the critical work functions to move naval tactical forces and repair/maintain equipment.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Nuclear Power	166100	Power Plant Operators	Production
166	16	51-8013.00	51

AUXILIARY ELECTRICAL EQUIPMENT

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Adjust alarm setpoints		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E5	CORE	Adjust control panel interlocks		
			Systems Evaluation	*Manual Dexterity*
			Operation Monitoring	*Reaction Time*
E5	CORE	Adjust control panel operating mechanisms		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Reaction Time*
E5	CORE	Adjust control panel operating set points and limits		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E4	CORE	Clean alarm and indicating panels		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean atmosphere control equipment electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean electrically operated valve components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean ultrasonic cleaner components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean control panel cabinets		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean control panel operating mechanisms		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean air compressor electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean air conditioning system electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Collection, Holding, and Transfer (CHT) electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean dehydrator electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*

E4	CORE	Clean distilling plant electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean refrigeration system electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean ships heating system electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean welding equipment electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean electrical panel components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean electrical panel interiors		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean electrostatic precipitators		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean galley equipment electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean laundry equipment		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Programmable Logic Controllers (PLC)		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean sensing and control electrical devices		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean soldered electrical connections		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Inspect alarm and indicating systems		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect atmosphere control equipment electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect electrically operated valve components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect ultrasonic cleaner components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect control panel operating mechanisms		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect control panel wiring and connections		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect air compressor electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect air conditioning system electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Collection, Holding, and Transfer (CHT) electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect dehydrator electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect distilling plant electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*

E4	CORE	Inspect refrigeration system electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect ships heating electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect welding equipment electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect electrical panel components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect electrostatic precipitators		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect galley equipment electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect laundry equipment		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Programmable Logic Controllers (PLC)		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect sensing and control electrical devices		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect soldered electrical connections		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Operate alarm and indicating systems		
			Operation and Control	*Hearing Sensitivity*
			Operation Monitoring	*Near Vision*
E4	CORE	Operate Interior Communications (IC) equipment		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate submarine habitability systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Repair alarm and indicating systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair atmosphere control equipment		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair electrically operated valve components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair ultrasonic cleaner components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair electrical circuits		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair air compressor electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair air conditioning electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair Collection, Holding, and Transfer (CHT) electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair dehydrator electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*

E4	CORE	Repair distilling plant electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair refrigeration electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair ships heating electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair welding equipment electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair electrostatic precipitators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair galley equipment		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair laundry equipment		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair Programmable Logic Controllers (PLC)		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair sensing and control electrical devices		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Replace soldered electrical connections		
			Equipment Selection	*Arm-Hand Steadiness*
			Technology Design	*Finger Dexterity*
E4	CORE	Solder electrical connections		
			Equipment Selection	*Arm-Hand Steadiness*
			Technology Design	*Finger Dexterity*
E5	CORE	Test alarm and indicating systems		
			Operation Monitoring	*Auditory Attention*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test electrically operated valve components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test ultrasonic cleaner components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test control panel operation		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test air compressor electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test air conditioning electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test Collection, Holding, and Transfer (CHT) electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test dehydrator electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test distilling plant electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test refrigeration electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test ships heating electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test welding equipment electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*

E5	CORE	Test electrical panels		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test electrostatic precipitators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test laundry equipment		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test Programmable Logic Controllers (PLC)		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test sensing and control electrical devices		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Troubleshoot alarm and indicating systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot atmosphere control equipment		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot electrically operated valve components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot ultrasonic cleaner components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot air compressor electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot air conditioning electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot Collection, Holding, and Transfer (CHT) system electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot dehydrator electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot distilling plant electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot refrigeration electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot ships heating electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot welding equipment electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot electrostatic precipitators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot galley equipment		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot laundry equipment		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot Programmable Logic Controllers (PLC)		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot sensing and control electrical devices		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

CASUALTY CONTROL

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Combat battery well casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Combat engineering plant casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Combat reactor plant casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Combat submarine hydraulic rupture casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Combat submarine propulsion plant casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Combat submarine toxic gas casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Combat submarine weapons casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Identify and isolate deranged or damaged electrical equipment		
			Complex Problem Solving	*Originality*
			Critical Thinking	*Deductive Reasoning*
E4	CORE	Operate submarine salvage systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Repair deranged or damaged electrical equipment		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Test deranged or damaged electrical equipment		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Treat victims of radiation poisoning		
			Judgment and Decision Making	*Deductive Reasoning*
			Service Orientation	*Memorization*
E4	CORE	Troubleshoot deranged or damaged electrical equipment		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

CIRCUIT BREAKERS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Adjust circuit breaker operating mechanisms		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Clean circuit breaker contact surfaces		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean circuit breaker operating mechanisms		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Inspect circuit breaker auxiliary contacts		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect circuit breaker contact surfaces		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect circuit breaker operating mechanisms		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect circuit breaker wiring and connections		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*

E5	CORE	Repair circuit breakers		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Test circuit breaker operating mechanisms		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test circuit breakers		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*

ELECTRICAL INSTALLATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Clean grounding straps		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Conduct shore power ground checks		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Fabricate shore power cables		
			Equipment Selection	*Arm-Hand Steadiness*
			Technology Design	*Manual Dexterity*
E4	CORE	Inspect grounding straps		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect shore power cables		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Install permanent cables		
			Equipment Selection	*Trunk Strength*
			Installation	*Manual Dexterity*
E4	CORE	Install shore power cables		
			Equipment Selection	*Trunk Strength*
			Installation	*Manual Dexterity*
E4	CORE	Remove shore power cables		
			Coordination	*Trunk Strength*
			Equipment Selection	*Manual Dexterity*
E4	CORE	Repair and replace grounding straps		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Test grounding straps		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test shore power cables		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*

HOUSEKEEPING AND MACHINERY ANALYSIS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Analyze submarine machinery vibration analysis data		
			Judgment and Decision Making	*Deductive Reasoning*
			Systems Analysis	*Speed of Closure*
E4	CORE	Correct housekeeping deficiencies		
			Coordination	*Inductive Reasoning*
			Judgment and Decision Making	*Deductive Reasoning*
E4	CORE	Correct sound silencing deficiencies		
			Coordination	*Inductive Reasoning*
			Judgment and Decision Making	*Deductive Reasoning*
E4	CORE	Operate machinery vibration analysis equipment		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Perform sound silencing surveys		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*

LIGHTING SYSTEMS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Clean lighting system components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Inspect lighting system components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Repair lighting system components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Test lighting system components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Troubleshoot lighting system components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

MOTORS AND GENERATORS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Adjust and align brush rigging assemblies		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Finger Dexterity*
E4	CORE	Adjust brush spring tension		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Adjust motor controller operating set points and limits		
			Systems Evaluation	*Control Precision*
			Operation Monitoring	*Speed of Limb Movement*
E5	CORE	Adjust motor controller standby features		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Clean brush rigging assemblies		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Alternating Current (AC) motor components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Direct Current (DC) generator components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Direct Current (DC) motor components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean motor controller cabinets		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean motor controller operating mechanisms		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Inspect brush rigging assemblies		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Alternating Current (AC) motor components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Direct Current (DC) generator components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Direct Current (DC) motor components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect motor controller operating mechanisms		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*

E4	CORE	Inspect motor controller wiring and connections		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Operate Emergency Propulsion Motors (EPM)		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate Secondary Propulsion Motors (SPM)		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform emergency diesel generator maintenance		
			Equipment Maintenance	*Arm-Hand Steadiness*
			Equipment Selection	*Manual Dexterity*
E4	CORE	Perform motor generator maintenance		
			Equipment Maintenance	*Arm-Hand Steadiness*
			Equipment Selection	*Manual Dexterity*
E5	CORE	Perform turbine generator maintenance		
			Equipment Maintenance	*Arm-Hand Steadiness*
			Equipment Selection	*Manual Dexterity*
E4	CORE	Repair Alternating Current (AC) motor components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair Direct Current (DC) generator components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair Direct Current (DC) motor components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair emergency propulsion systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair motor controllers		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair secondary propulsion systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Seat brushes		
			Equipment Selection	*Arm-Hand Steadiness*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Test Alternating Current (AC) motor components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test Direct Current (DC) generator components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test Direct Current (DC) motor components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test emergency diesel generators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test emergency propulsion systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test motor generators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test secondary propulsion systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test turbine generators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Troubleshoot Alternating Current (AC) motor components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot Direct Current (DC) generator components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

E4	CORE	Troubleshoot Direct Current (DC) motor components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot emergency propulsion systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot secondary propulsion systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

POWER DISTRIBUTION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Analyze shutdown electric plant trends		
			Judgment and Decision Making	*Deductive Reasoning*
			Systems Analysis	*Speed of Closure*
E4	CORE	Clean Automatic Bus Transfer (ABT) devices		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean battery cell surfaces		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean circuit breaker cabinets		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Arc-Fault Detector (AFD) components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Manual Bus Transfer (MBT) devices		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean switchboard components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean switchboard interiors		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E5	CORE	Conduct submarine battery test discharges		
			Equipment Maintenance	*Problem Sensitivity*
			Operation Monitoring	*Written Comprehension*
E5	CORE	Conduct switchboard testing		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Automatic Bus Transfer (ABT) devices		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Arc-Fault Detector (AFD) components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Manual Bus Transfer (MBT) devices		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect switchboard components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Install submarine battery cell jumpers		
			Equipment Selection	*Trunk Strength*
			Installation	*Manual Dexterity*
E5	CORE	Maintain submarine batteries		
			Reading Comprehension	*Written Comprehension*
			Equipment Maintenance	*Problem Sensitivity*
E4	CORE	Maintain submarine battery support systems		
			Reading Comprehension	*Written Comprehension*
			Equipment Maintenance	*Problem Sensitivity*
E4	CORE	Operate coolant pumping power switchgear		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate electric plant during reactor shutdowns		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*

E4	CORE	Operate electric plant during reactor startups		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate electric plants		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate emergency distribution switchboards		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate Individual Cell Voltage (ICV) panels		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate shutdown electric plant systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Perform battery charging lineups		
			Coordination	*Problem Sensitivity*
			Systems Analysis	*Control Precision*
E5	CORE	Perform casualty power system operations		
			Operation and Control	*Trunk Strength*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform equalizing battery charges		
			Coordination	*Arm-Hand Steadiness*
			Quality Control Analysis	*Control Precision*
E5	CORE	Perform normal battery charges		
			Coordination	*Arm-Hand Steadiness*
			Quality Control Analysis	*Control Precision*
E4	CORE	Recover from loss of shore power		
			Coordination	*Deductive Reasoning*
			Equipment Selection	*Manual Dexterity*
E5	CORE	Repair Automatic Bus Transfer (ABT) devices		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair Arc-Fault Detector (AFD) components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair Manual Bus Transfer (MBT) devices		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair switchboard components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Take battery cell electrolyte samples		
			Equipment Selection	*Arm-Hand Steadiness*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Take battery cell gravities		
			Equipment Selection	*Control Precision*
			Operation Monitoring	*Finger Dexterity*
E5	CORE	Test Automatic Bus Transfer (ABT) devices		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test Arc-Fault Detector (AFD) components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test Manual Bus Transfer (MBT) devices		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Troubleshoot Automatic Bus Transfer (ABT) devices		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot Arc-Fault Detector (AFD) components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot Manual Bus Transfer (MBT) devices		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot submarine battery faults		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

E5	CORE	Troubleshoot submarine battery support systems faults		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

REACTOR PLANT ASSOCIATED EQUIPMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Analyze shutdown reactor plant trends		
			Judgment and Decision Making	*Deductive Reasoning*
			Systems Analysis	*Speed of Closure*
E5	CORE	Check discharge boundary valves prior to submarine maintenance or evolutions		
			Equipment Maintenance	*Manual Dexterity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Check primary valve positions		
			Equipment Maintenance	*Manual Dexterity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Classify primary valves		
			Reading Comprehension	*Written Comprehension*
			Systems Analysis	*Written Expression*
E4	CORE	Clean Interior Communications (IC) systems		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Conduct evolutions on systems that could cause overboard discharge		
			Systems Analysis	*Problem Sensitivity*
			Operation and Control	*Written Comprehension*
E4	CORE	Conduct primary valve operation radiological surveys		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Control access to Radiological Controlled Areas (RCA)		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E5	CORE	Control maintenance that affects remote operability		
			Speaking	*Oral Expression*
			Equipment Maintenance	*Time Sharing*
E4	CORE	Disestablish Radiological Controlled Areas (RCA)		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Establish Radiological Controlled Areas (RCA)		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Issue self-indicating pocket dosimeters		
			Management of Material Resources	*Finger Dexterity*
			Operation Monitoring	*Written Expression*
E4	CORE	Maintain Radiological Controlled Area (RCA) records		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Operate discharge boundary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate primary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate shutdown reactor plant systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Perform Radiological Controlled Area (RCA) casualty surveys		
			Judgment and Decision Making	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Perform reactor plant valve lineups		
			Coordination	*Arm-Hand Steadiness*
			Quality Control Analysis	*Control Precision*

SHIP SECURITY

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Employ shipboard security engagement tactics below decks		
			Active Learning	*Gross Body Coordination*
			Learning Strategies	*Multi-limb Coordination*

E4	CORE	Monitor spaces for security below decks		
			Time Management	*Deductive Reasoning*
			Critical Thinking	*Spatial Orientation*

STEAM PLANT ASSOCIATED EQUIPMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Adjust hotwell level control system set points		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E4	CORE	Adjust salinity indicating system set points		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E4	CORE	Adjust temperature monitoring system set points		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E4	CORE	Analyze main engine parameters for pressure and temperature trends		
			Judgment and Decision Making	*Deductive Reasoning*
			Systems Analysis	*Speed of Closure*
E5	CORE	Clean generator governor electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean hotwell level control system components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean salinity cells		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean salinity indicating panels		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean shaft speed sensing, indication, and Engine Order Telegraph (EOT) components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean temperature monitoring panels		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean vent fog precipitators		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E5	CORE	Inspect generator governor system electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect hotwell level control systems		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect salinity indicating systems		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect shaft speed sensing, indication, and Engine Order Telegraph (EOT) components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect temperature monitoring systems		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect vent fog precipitators		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Operate main engines		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate salinity indicating systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate temperature monitoring systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Repair generator governor system electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*

E5	CORE	Repair hotwell level control systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair salinity indicating systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair shaft speed sensing, indication, and Engine Order Telegraph (EOT) components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair temperature monitoring systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair vent fog precipitators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Test generator governor electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test hotwell level control systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test salinity indicating systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test shaft speed sensing, indication, and Engine Order Telegraph (EOT) components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test temperature monitoring systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test vent fog precipitators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Troubleshoot generator governor electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot hotwell level control systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot salinity indicating systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot shaft speed sensing, indication, and Engine Order Telegraph (EOT) components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot temperature monitoring systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot vent fog precipitators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct submarine pre-underway checks		
			Negotiation	*Problem Sensitivity*
			Time Management	*Written Comprehension*
E5	CORE	Create Quality Assurance (QA) packages		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E5	CORE	Maintain submarine battery books		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E5	CORE	Manage performance data collection		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E5	CORE	Perform Quality Assurance (QA) testing		
			Operation Monitoring	*Written Comprehension*
			Quality Control Analysis	*Written Expression*

E4	CORE	Perform reactor plant component tag outs		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E5	CORE	Perform remote operability checklists		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Safeguard Naval Nuclear Propulsion Information (NNPI)		
			Reading Comprehension	*Information Ordering*
			Writing	*Written Comprehension*

Job Title **Job Code**

Submarine Propulsion Plant Electrical Supervisor 003785

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	5100-8013.00	SUB PROPULSION PLANT ELECT SUP	SS PPE SUP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	EM(NUC)	J	NEC 3364

Job Description

Submarine Propulsion Plant Electrical Supervisors perform advanced electrical distribution operations and apply advanced level maintenance practices to electrical distribution systems and electrical generators. They supervise operations, maintenance, and training for personnel assigned to the electrical division. They draft correspondence and develop administrative programs to support the division. Electrical Supervisors perform the critical work functions required to move naval tactical forces, repair and maintain equipment, train forces and personnel, and perform consequence management.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Nuclear Power	166100	Power Plant Operators	Production
166	16	51-8013.00	51

AUXILIARY ELECTRICAL EQUIPMENT

Paygrade	Task Type	Task Statements	Skills	Abilities
E6	CORE	Repair control panels		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E6	CORE	Troubleshoot control panels		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E6	CORE	Troubleshoot electrical circuits		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

CASUALTY CONTROL

Paygrade	Task Type	Task Statements	Skills	Abilities
E6	CORE	Coordinate shutdown watch section casualty operations		
			Coordination	*Inductive Reasoning*
			Judgment and Decision Making	*Deductive Reasoning*

CIRCUIT BREAKERS

Paygrade	Task Type	Task Statements	Skills	Abilities
E6	CORE	Test circuit breakers		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E6	CORE	Troubleshoot circuit breakers		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

HOUSEKEEPING AND MACHINERY ANALYSIS

Paygrade	Task Type	Task Statements	Skills	Abilities
E5	CORE	Perform housekeeping surveys		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*

MOTORS AND GENERATORS

Paygrade	Task Type	Task Statements	Skills	Abilities
E6	CORE	Repair emergency diesel generators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*

E6	CORE	Repair motor generators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E6	CORE	Repair turbine generators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E6	CORE	Test motor controller operation		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E6	CORE	Troubleshoot emergency diesel generators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E6	CORE	Troubleshoot motor controllers		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E6	CORE	Troubleshoot motor generators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E6	CORE	Troubleshoot turbine generators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

POWER DISTRIBUTION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Supervise submarine battery operations		
			Equipment Maintenance	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*
E6	CORE	Troubleshoot switchboard components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

REACTOR PLANT ASSOCIATED EQUIPMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Verify conditions for prevention of inadvertent discharges		
			Reading Comprehension	*Information Ordering*
			Operation and Control	*Time Sharing*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Audit Quality Assurance (QA) packages		
			Quality Control Analysis	*Written Comprehension*
			Reading Comprehension	*Written Expression*
E6	CORE	Conduct remote operability training		
			Instructing	*Oral Expression*
			Speaking	*Written Expression*
E6	CORE	Review Quality Assurance (QA) packages		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E6	CORE	Supervise electrical division maintenance		
			Equipment Maintenance	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*

Job Title | **Job Code**

Submarine Propulsion Plant Electrical Manager — 003793

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	5100-8013.00	SUB PROPULSION PLANT ELECT MGR	SS PPE MGR

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	EM(NUC)	M	NEC 3364

Job Description

Submarine Propulsion Plant Electrical Managers manage operations, maintenance, and training for personnel assigned to electrical division and/or engineering department. They coordinate the departmental electrical safety program. They review divisional and/or departmental correspondence and perform audits of divisional and/or departmental programs. Electrical Managers performs the critical work functions required to train forces and personnel, repair and maintain equipment, move naval tactical forces, and perform consequence management.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Nuclear Power	166100	Power Plant Operators	Production
166	16	51-8013.00	51

CASUALTY CONTROL

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E7	CORE	Supervise casualty electrical distribution operations		
			Equipment Maintenance	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*

ELECTRICAL INSTALLATIONS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E7	CORE	Coordinate equipment modifications		
			Installation	*Visualization*
			Coordination	*Deductive Reasoning*

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E7	CORE	Audit electrical division records		
			Quality Control Analysis	*Written Comprehension*
			Reading Comprehension	*Written Expression*
E7	CORE	Audit engineering department records		
			Quality Control Analysis	*Written Comprehension*
			Reading Comprehension	*Written Expression*
E7	CORE	Supervise Quality Assurance (QA) testing program		
			Equipment Maintenance	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*

Job Title **Job Code**

Surface Propulsion Plant Electrical Operator 003778

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	51-8013.00	SUR PROPULSION PLANT ELECT OP	SW PPE OP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	EM(NUC)	A/J	NEC 3384

Job Description

Surface Propulsion Plant Electrical Operators perform operations and basic preventive maintenance of electrical distribution systems, motors and controllers, electrical generators, lighting systems, alarm and indicating systems, machinery vibration analysis equipment, throttle control systems, and other electrical and electronic support equipment. They possess a thorough understanding of reactor, electrical, and mechanical theory involved in the operation of nuclear reactors, steam plants, and auxiliary equipment. They possess detailed knowledge of chemistry and radiological controls associated with the nuclear reactor. They also supervise operations of the shutdown reactor plant. Electrical Operators perform the critical work functions required to repair and maintain equipment and move naval tactical forces.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Nuclear Power	166100	Power Plant Operators	Production
166	16	51-8013.00	51

AUXILIARY ELECTRICAL EQUIPMENT

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Adjust alarm set points		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E5	CORE	Adjust control panel interlocks		
			Systems Evaluation	*Manual Dexterity*
			Operation Monitoring	*Reaction Time*
E5	CORE	Adjust control panel operating mechanisms		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Reaction Time*
E5	CORE	Adjust control panel operating set points and limits		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E4	CORE	Clean alarm and indicating panels		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean electrically operated valve components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean control panel cabinets		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean control panel operating mechanisms		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean air compressor electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean distilling plant electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean electrical panel components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean electrical panel interiors		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean electrostatic precipitators		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Programmable Logic Controllers (PLC)		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*

E4	CORE	Clean sensing and control electrical devices		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean soldered electrical connections		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Inspect alarm and indicating systems		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect electrically operated valve components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect control panel operating mechanisms		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect control panel wiring and connections		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect air compressor electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect distilling plant electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect electrical panel components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect electrostatic precipitators		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Programmable Logic Controllers (PLC)		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect sensing and control electrical devices		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect soldered electrical connections		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Operate alarm and indicating systems		
			Operation and Control	*Hearing Sensitivity*
			Operation Monitoring	*Near Vision*
E4	CORE	Operate Interior Communications (IC) equipment		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Repair alarm and indicating systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair electrically operated valve components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E6	CORE	Repair control panels		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair electrical circuits		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair air compressor electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair distilling plant electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair electrostatic precipitators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*

E5	CORE	Repair Interior Communications (IC) systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair Programmable Logic Controllers (PLC)		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair sensing and control electrical devices		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair throttle control electrical systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Replace soldered electrical connections		
			Equipment Selection	*Arm-Hand Steadiness*
			Technology Design	*Finger Dexterity*
E4	CORE	Solder electrical connections		
			Equipment Selection	*Arm-Hand Steadiness*
			Technology Design	*Finger Dexterity*
E5	CORE	Test alarm and indicating systems		
			Operation Monitoring	*Auditory Attention*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test electrically operated valve components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test control panels		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test air compressor electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test distilling plant electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test electrical panels		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test electrostatic precipitators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test Programmable Logic Controllers (PLC)		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test sensing and control electrical devices		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test throttle control electrical systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Troubleshoot alarm and indicating systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot electrically operated valve components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot air compressor electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot distilling plant electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot electrostatic precipitators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot Interior Communications (IC) systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

E4	CORE	Troubleshoot Programmable Logic Controllers (PLC)		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot sensing and control electrical devices		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot throttle control electrical systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

CASUALTY CONTROL

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Combat engineering plant casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Combat reactor plant casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Identify and isolate deranged or damaged electrical equipment		
			Complex Problem Solving	*Originality*
			Critical Thinking	*Deductive Reasoning*
E4	CORE	Repair deranged or damaged electrical equipment		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Test deranged or damaged electrical equipment		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Troubleshoot deranged or damaged electrical equipment		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

CIRCUIT BREAKERS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Adjust circuit breaker operating mechanisms		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Clean circuit breaker contact surfaces		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean circuit breaker operating mechanisms		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Inspect circuit breaker auxiliary contacts		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect circuit breaker contact surfaces		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect circuit breaker operating mechanisms		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect circuit breaker wiring and connections		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Repair circuit breakers		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Test circuit breaker operating mechanisms		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test circuit breakers		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*

ELECTRICAL INSTALLATIONS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Clean grounding straps		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Conduct shore power ground checks		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect grounding straps		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect shore power cables		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Install permanent cables		
			Equipment Selection	*Trunk Strength*
			Installation	*Manual Dexterity*
E4	CORE	Install shore power cables		
			Equipment Selection	*Trunk Strength*
			Installation	*Manual Dexterity*
E4	CORE	Remove shore power cables		
			Coordination	*Trunk Strength*
			Equipment Selection	*Manual Dexterity*
E4	CORE	Repair and replace grounding straps		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Test grounding straps		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test shore power cables		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*

HOUSEKEEPING AND MACHINERY ANALYSIS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Operate machinery vibration analysis equipment		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*

LIGHTING SYSTEMS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Clean lighting system components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Inspect lighting system components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Repair lighting system components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Test lighting system components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Troubleshoot lighting system components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

MOTORS AND GENERATORS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Adjust and align brush rigging assemblies		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Finger Dexterity*

E4	CORE	Adjust brush spring tension		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Adjust motor controller operating set points and limits		
			Systems Evaluation	*Control Precision*
			Operation Monitoring	*Speed of Limb Movement*
E5	CORE	Adjust motor controller standby features		
			Systems Evaluation	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Clean brush rigging assemblies		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Alternating Current (AC) motor components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean motor controller cabinets		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean motor controller operating mechanisms		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Inspect brush rigging assemblies		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Alternating Current (AC) motor components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect motor controller operating mechanisms		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect motor controller wiring and connections		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Perform emergency diesel generator maintenance		
			Equipment Maintenance	*Arm-Hand Steadiness*
			Equipment Selection	*Manual Dexterity*
E4	CORE	Perform motor generator maintenance		
			Equipment Maintenance	*Arm-Hand Steadiness*
			Equipment Selection	*Manual Dexterity*
E5	CORE	Perform turbine generator maintenance		
			Equipment Maintenance	*Arm-Hand Steadiness*
			Equipment Selection	*Manual Dexterity*
E4	CORE	Repair Alternating Current (AC) motor components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair motor controllers		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Seat brushes		
			Equipment Selection	*Arm-Hand Steadiness*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Test Alternating Current (AC) motor components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test emergency diesel generators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test motor generators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test turbine generators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Troubleshoot Alternating Current (AC) motor components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

POWER DISTRIBUTION

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Analyze shutdown electric plant trends		
			Judgment and Decision Making	*Deductive Reasoning*
			Systems Analysis	*Speed of Closure*
E4	CORE	Clean Automatic Bus Transfer (ABT) devices		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean circuit breaker cabinets		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Arc-Fault Detector (AFD) components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Manual Bus Transfer (MBT) devices		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean switchboard components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean switchboard interiors		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Conduct 4160 Volt (4160V) maintenance		
			Equipment Maintenance	*Near Vision*
			Equipment Selection	*Finger Dexterity*
E5	CORE	Conduct switchboard testing		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Automatic Bus Transfer (ABT) devices		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Arc-Fault Detector (AFD) components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Manual Bus Transfer (MBT) devices		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect switchboard components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Operate coolant pumping power switchgear		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate electric plant during reactor shutdowns		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate electric plant during reactor startups		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate electric plants during normal operating conditions		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate emergency distribution switchboards		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate propulsion plant load centers		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate electric plant system on a shutdown reactor		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform casualty power system operations		
			Operation and Control	*Trunk Strength*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Recover from loss of shore power		
			Coordination	*Deductive Reasoning*
			Equipment Selection	*Manual Dexterity*

E5	CORE	Repair Automatic Bus Transfer (ABT) devices		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair Arc-Fault Detector (AFD) components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair Manual Bus Transfer (MBT) devices		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair switchboard components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Test Automatic Bus Transfer (ABT) devices		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test components of Arc-Fault Detector (AFD) systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test Manual Bus Transfer (MBT) devices		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Troubleshoot Automatic Bus Transfer (ABT) devices		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot Arc-Fault Detector (AFD) components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot Manual Bus Transfer (MBT) devices		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

REACTOR PLANT ASSOCIATED EQUIPMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Check primary valve positions		
			Equipment Maintenance	*Manual Dexterity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Classify primary valves		
			Reading Comprehension	*Written Comprehension*
			Systems Analysis	*Written Expression*
E4	CORE	Clean Interior Communications (IC) systems		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean throttle control electrical systems		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Conduct system evolutions which may cause discharge overboard		
			Systems Analysis	*Problem Sensitivity*
			Operation and Control	*Written Comprehension*
E4	CORE	Conduct primary valve operation radiological surveys		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Control access to Radiological Controlled Areas (RCA)		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E5	CORE	Control remote operability maintenance		
			Speaking	*Oral Expression*
			Equipment Maintenance	*Time Sharing*
E4	CORE	Disestablish Radiological Controlled Areas (RCA)		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Establish Radiological Controlled Areas (RCA)		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Issue self-indicating pocket dosimeters		
			Management of Material Resources	*Finger Dexterity*
			Operation Monitoring	*Written Expression*
E4	CORE	Maintain Radiological Controlled Area (RCA) records		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*

E4	CORE	Operate primary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate shutdown reactor plant systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Perform Radiological Controlled Area (RCA) casualty surveys		
			Judgment and Decision Making	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Perform reactor plant valve line-ups		
			Coordination	*Arm-Hand Steadiness*
			Quality Control Analysis	*Control Precision*

SHIP SECURITY

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Monitor spaces for security below decks		
			Time Management	*Deductive Reasoning*
			Critical Thinking	*Spatial Orientation*

STEAM PLANT ASSOCIATED EQUIPMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Adjust hotwell level control system set points		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E4	CORE	Adjust salinity indicating system set points		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E4	CORE	Adjust temperature monitoring system set points		
			Systems Evaluation	*Auditory Attention*
			Operation Monitoring	*Reaction Time*
E4	CORE	Analyze main engine pressure and temperature parameter trends		
			Judgment and Decision Making	*Deductive Reasoning*
			Systems Analysis	*Speed of Closure*
E5	CORE	Clean generator governor electrical components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean hotwell level control components		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean salinity cells		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean salinity indicating panels		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean temperature monitoring panels		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean vent fog precipitators		
			Equipment Maintenance	*Near Vision*
			Management of Material Resources	*Finger Dexterity*
E5	CORE	Inspect generator governor system electrical components		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect hotwell level control systems		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect salinity indicating systems		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect temperature monitoring systems		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect vent fog precipitators		
			Operation Monitoring	*Near Vision*
			Quality Control Analysis	*Written Comprehension*

E4	CORE	Operate main engines		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate salinity indicating systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate temperature monitoring systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Repair generator governor electrical components		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair hotwell level control systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair salinity indicating systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Repair temperature monitoring systems		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E4	CORE	Repair vent fog precipitators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E5	CORE	Test generator governor system electrical components		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test hotwell level control systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test salinity indicating systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Test temperature monitoring systems		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E4	CORE	Test vent fog precipitators		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E5	CORE	Troubleshoot of generator governor electrical components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot hotwell level control systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot salinity indicating systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E5	CORE	Troubleshoot temperature monitoring systems		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E4	CORE	Troubleshoot vent fog precipitators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Create Quality Assurance (QA) packages		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E5	CORE	Manage performance data collection		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E5	CORE	Perform Quality Assurance (QA) testing		
			Operation Monitoring	*Written Comprehension*
			Quality Control Analysis	*Written Expression*

E4	CORE	Perform reactor plant component tag outs		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E5	CORE	Perform remote operability checklists		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Safeguard Naval Nuclear Propulsion Information (NNPI)		
			Reading Comprehension	*Information Ordering*
			Writing	*Written Comprehension*

Job Title

Surface Propulsion Plant Electrical Supervisor

Job Code

003786

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	5100-8013.00	SUR PROPULSION PLANT ELECT SUP	SW PPE SUP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	EM(NUC)	J	NEC 3394

Job Description

Surface Propulsion Plant Electrical Supervisors perform advanced electrical distribution operations and apply advanced level maintenance practices to electrical distribution systems and electrical generators. They supervise operations, maintenance, and training for personnel assigned to the reactor electrical division. They draft correspondence and develop administrative programs to support the division. Electrical Supervisors perform the critical work functions required to move naval tactical forces, repair and maintain equipment, train forces and personnel, and perform consequence management.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Nuclear Power	166100	Power Plant Operators	Production
166	16	51-8013.00	51

AUXILIARY ELECTRICAL EQUIPMENT

Paygrade	Task Type	Task Statements	Skills	Abilities
E6	CORE	Troubleshoot control panels		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E6	CORE	Troubleshoot electrical circuits		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

CASUALTY CONTROL

Paygrade	Task Type	Task Statements	Skills	Abilities
E6	CORE	Coordinate shutdown watch section casualty operations		
			Coordination	*Inductive Reasoning*
			Judgment and Decision Making	*Deductive Reasoning*

CIRCUIT BREAKERS

Paygrade	Task Type	Task Statements	Skills	Abilities
E6	CORE	Test circuit breakers		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E6	CORE	Troubleshoot circuit breakers		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

HOUSEKEEPING AND MACHINERY ANALYSIS

Paygrade	Task Type	Task Statements	Skills	Abilities
E6	CORE	Analyze surface machinery vibration analysis data		
			Judgment and Decision Making	*Deductive Reasoning*
			Systems Analysis	*Speed of Closure*

MOTORS AND GENERATORS

Paygrade	Task Type	Task Statements	Skills	Abilities
E6	CORE	Repair emergency diesel generators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E6	CORE	Repair motor generators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*

E6	CORE	Repair turbine generators		
			Repairing	*Finger Dexterity*
			Equipment Selection	*Near Vision*
E6	CORE	Test motor controllers		
			Operation Monitoring	*Problem Sensitivity*
			Quality Control Analysis	*Manual Dexterity*
E6	CORE	Troubleshoot emergency diesel generators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E6	CORE	Troubleshoot motor controllers		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E6	CORE	Troubleshoot motor generators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*
E6	CORE	Troubleshoot turbine generators		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

POWER DISTRIBUTION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Troubleshoot switchboard components		
			Troubleshooting	*Deductive Reasoning*
			Complex Problem Solving	*Fluency of Ideas*

REACTOR PLANT ASSOCIATED EQUIPMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Analyze shutdown reactor plant trends		
			Judgment and Decision Making	*Deductive Reasoning*
			Systems Analysis	*Speed of Closure*
E6	CORE	Verify prevention of inadvertent discharge conditions		
			Reading Comprehension	*Information Ordering*
			Operation and Control	*Time Sharing*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Audit Quality Assurance (QA) packages		
			Quality Control Analysis	*Written Comprehension*
			Reading Comprehension	*Written Expression*
E6	CORE	Conduct remote operability training		
			Instructing	*Oral Expression*
			Speaking	*Written Expression*
E6	CORE	Review Quality Assurance (QA) packages		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E6	CORE	Supervise electrical division maintenance		
			Equipment Maintenance	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*

Job Title **Job Code**

Surface Propulsion Plant Electrical Manager 003794

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	5100-8013.00	SUR PROPULSION PLANT ELECT MGR	SW PPE MGR

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	EM(NUC)	M	NEC 3394

Job Description

Surface Propulsion Plant Electrical Managers manage operations, maintenance, and training for personnel assigned to reactor electrical division and/or reactor department. They coordinate the departmental electrical safety program, review divisional and/or departmental correspondence, and perform audits of divisional and/or departmental programs. Electrical Managers perform the critical work functions required to train forces and personnel, repair and maintain equipment, move naval tactical forces, and perform consequence management.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Nuclear Power	166100	Power Plant Operators	Production
166	16	51-8013.00	51

CASUALTY CONTROL

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Supervise casualty electrical distribution operations		
			Equipment Maintenance	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*

ELECTRICAL INSTALLATIONS

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Coordinate equipment modifications		
			Installation	*Visualization*
			Coordination	*Deductive Reasoning*

POWER DISTRIBUTION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Supervise 4160 Volt (4160V) maintenance		
			Equipment Maintenance	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*

REACTOR PLANT ASSOCIATED EQUIPMENT

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Pre-Check discharge boundary valves		
			Equipment Maintenance	*Manual Dexterity*
			Quality Control Analysis	*Written Comprehension*

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Audit electrical division records		
			Quality Control Analysis	*Written Comprehension*
			Reading Comprehension	*Written Expression*
E7	CORE	Audit engineering department records		
			Quality Control Analysis	*Written Comprehension*
			Reading Comprehension	*Written Expression*
E7	CORE	Coordinate reactor fill electrical division testing		
			Coordination	*Inductive Reasoning*
			Judgment and Decision Making	*Deductive Reasoning*
E7	CORE	Supervise Quality Assurance (QA) testing		
			Equipment Maintenance	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*

CHAPTER 30

ENGINEMAN
(EN)

NAVPERS 18068-30E
CH-60

Updated: October 2014

TABLE OF CONTENTS
ENGINEMAN (EN)

SCOPE OF RATING	EN-3
GENERAL INFORMATION	EN-4
DIESEL ENGINE SYSTEMS MAINTAINER	EN-5
ENGINEERING MANAGEMENT	EN-5
MECHANICAL MAINTENANCE	EN-5
MECHANICAL SYSTEMS OPERATIONS	EN-6
DIESEL ENGINE SYSTEMS TECHNICIAN	EN-7
ENGINEERING MANAGEMENT	EN-7
MECHANICAL MAINTENANCE	EN-7
MECHANICAL SYSTEMS OPERATIONS	EN-8
QUALITY ASSURANCE	EN-9
DIESEL ENGINE SYSTEMS MANAGER	EN-10
ENGINEERING MANAGEMENT	EN-10
MECHANICAL MAINTENANCE	EN-10
MECHANICAL SYSTEMS OPERATIONS	EN-11
QUALITY ASSURANCE	EN-11

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

ENGINEMAN (EN)

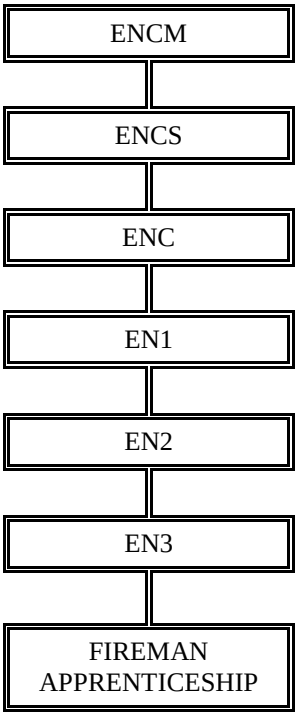
SCOPE OF RATING

Enginemen (EN) operate, maintain, and repair (organizational and intermediate level) internal-combustion engines, main propulsion machinery, small craft clutches, transmissions, drive shafts, auxiliary propulsion support equipment, and other assigned equipment on Navy ships.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 30.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Diesel Engine Systems Maintainer 003653

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair Occupations	TBD	DIESEL ENGINE SYS MAINT	DIESEL SYS MNT

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	EN	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Diesel Engine Maintainers operate and maintain internal-combustion engines, steering systems, and air compressors used aboard Navy ships.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Auxiliaries	165200	Motorboat Mechanics and Service Technicians	49-3051.00	Installation, Maintenance, and Repair Occupations

Skills	Abilities
Equipment Maintenance	*Manual Dexterity*
Equipment Selection	*Problem Sensitivity*
Operation and Control	*Multi-limb Coordination*
Operation Monitoring	*Selective Attention*
Reading Comprehension	*Written Comprehension*
Monitoring	*Near Vision*
Quality Control Analysis	*Oral Comprehension*
Writing	*Visual Color Discrimination*
Repairing	*Written Expression*
UNASSIGNED	*UNASSIGNED*

ENGINEERING MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Prepare Casualty Reports (CASREP)
E7	CORE	Review Casualty Reports (CASREP)
E4	CORE	Review Engineering Operational Casualty Control (EOCC) procedures
E4	CORE	Review Engineering Operational Procedures (EOP)
E4	CORE	Review Engineering Operational Sequencing System (EOSS) manuals

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Draw fluid samples
E4	CORE	Maintain air dryer systems
E4	CORE	Maintain auxiliary cooling water systems
E4	CORE	Maintain compressed air systems
E4	CORE	Maintain diaphragm control valves
E5	CORE	Maintain diesel engines
E5	CORE	Maintain emergency shutdown devices
E4	CORE	Maintain engine air systems
E4	CORE	Maintain engine starting systems
E4	NON-CORE	Maintain firemain systems
E4	CORE	Maintain flange shields

E4	CORE	Maintain hydraulic systems
E4	CORE	Maintain jacking gears
E4	CORE	Maintain main drainage systems
E4	CORE	Maintain main Lube Oil (LO) systems
E4	CORE	Maintain main propulsion shafts
E4	CORE	Maintain oil purification systems
E4	CORE	Maintain oil service systems
E4	CORE	Maintain oil transfer systems
E4	CORE	Maintain piping systems
E4	CORE	Maintain reducing stations
E4	CORE	Maintain secondary drainage systems
E5	CORE	Maintain system pumps
E4	CORE	Maintain system valves
E4	CORE	Maintain tank stripping systems
E4	NON-CORE	Maintain tanks and voids
E4	CORE	Replace flexible couplings

MECHANICAL SYSTEMS OPERATIONS

Paygrade	**Task Type**	**Task Statements**
E4	CORE	Inspect fluid samples
E4	CORE	Maintain oily waste water systems
E4	CORE	Maintain seawater circulating systems
E4	CORE	Maintain seawater service strainers
E4	CORE	Operate air compressors
E4	CORE	Operate air dryer systems
E4	CORE	Operate auxiliary cooling water systems
E4	CORE	Operate auxiliary seawater circulating systems
E4	CORE	Operate diesel engines
E4	CORE	Operate fire pumps
E4	CORE	Operate firemain systems
E4	CORE	Operate Fuel Oil (FO) and Lube Oil (LO) service systems
E4	CORE	Operate heating systems
E4	CORE	Operate jacking gears
E4	CORE	Operate main drainage systems
E4	CORE	Operate main shafts
E4	CORE	Operate oily waste water systems
E4	CORE	Operate reducing stations
E4	CORE	Operate seawater service strainers
E4	CORE	Operate secondary drainage systems
E4	CORE	Operate stripping systems
E4	CORE	Operate ventilation systems

Job Title **Job Code**

Diesel Engine Systems Technician 003179

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair Occupations	TBD	DIESEL ENGINE SYS TEC	DIESEL SYS TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	EN	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Diesel Engine Systems Technicians repair, maintain, and service engines, machinery, and components used aboard Navy ships.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Auxiliaries	165200	Motorboat Mechanics and Service Technicians	49-3051.00	Installation, Maintenance, and Repair Occupations

Skills	Abilities
Equipment Selection	*Manual Dexterity*
Equipment Maintenance	*Problem Sensitivity*
Operation and Control	*Multi-limb Coordination*
Operation Monitoring	*Written Expression*
Quality Control Analysis	*Information Ordering*
Monitoring	*Written Comprehension*
Reading Comprehension	*Deductive Reasoning*
Writing	*Selective Attention*
Repairing	*Oral Comprehension*
Complex Problem Solving	*Inductive Reasoning*

ENGINEERING MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Prepare Casualty Reports (CASREP)
E5	NON-CORE	Prepare fuel, oil, and water reports
E7	CORE	Review Casualty Reports (CASREP)
E4	CORE	Review Engineering Operational Casualty Control (EOCC) procedures
E4	CORE	Review Engineering Operational Procedures (EOP)
E4	CORE	Review Engineering Operational Sequencing System (EOSS) manuals

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Draw fluid samples
E4	CORE	Maintain air dryer systems
E4	CORE	Maintain auxiliary cooling water systems
E4	CORE	Maintain compressed air systems
E4	CORE	Maintain diaphragm control valves
E5	CORE	Maintain diesel engines
E5	CORE	Maintain emergency shutdown devices
E4	CORE	Maintain engine air systems
E4	CORE	Maintain engine starting systems
E4	CORE	Maintain hydraulic systems
E4	CORE	Maintain jacking gears

E5	NON-CORE	Maintain Lube Oil (LO) pressure alarms
E5	CORE	Maintain machinery clutches
E5	CORE	Maintain machinery speed limiting devices
E5	CORE	Maintain machinery transmissions
E4	CORE	Maintain main Lube Oil (LO) systems
E4	CORE	Maintain oil purification systems
E4	CORE	Maintain oil service systems
E5	CORE	Maintain propeller pitch control units
E5	CORE	Maintain system pumps
E4	CORE	Maintain tank stripping systems
E5	CORE	Maintain turbo chargers
E6	NON-CORE	Plug heat exchanger tubes
E6	NON-CORE	Repair jacking gear components
E5	CORE	Repair mechanical and hydraulic system components
E5	NON-CORE	Replace jacking gear components
E5	NON-CORE	Replace main shaft components
E5	CORE	Replace mechanical and hydraulic system components
E5	CORE	Test heat exchanger tubes hydrostatically

MECHANICAL SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain oily waste water systems
E4	CORE	Maintain seawater circulating systems
E4	CORE	Operate air compressors
E4	CORE	Operate air dryer systems
E4	CORE	Operate auxiliary cooling water systems
E4	CORE	Operate auxiliary seawater circulating systems
E4	CORE	Operate diesel engines
E4	CORE	Operate fire pumps
E4	CORE	Operate firemain systems
E4	CORE	Operate Fuel Oil (FO) and Lube Oil (LO) service systems
E4	CORE	Operate heating systems
E4	CORE	Operate jacking gears
E4	CORE	Operate main shafts
E4	CORE	Operate oily waste water systems
E4	CORE	Operate stripping systems
E4	CORE	Operate ventilation systems

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E7	CORE	Approve Quality Assurance (QA) repair forms
E5	CORE	Prepare Quality Assurance (QA) repair forms
E6	CORE	Review Quality Assurance (QA) repair forms
E6	CORE	Update Quality Assurance (QA) repair forms

Job Title

Diesel Engine Systems Manager

Job Code

003102

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair Occupations	TBD	DIESEL ENGINE SYS MGR	DIESEL SYS MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	EN	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Diesel Engine Systems Managers provide overall management by reviewing, approving, and managing engine operations and programs aboard Navy ships.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Auxiliaries	165200	First Line Supervisors of Mechanics, Installers, and Repairers	49-1011.00	Installation, Maintenance, and Repair Occupations

Skills	Abilities
Monitoring	*Written Expression*
Reading Comprehension	*Deductive Reasoning*
Writing	*Information Ordering*
Quality Control Analysis	*Written Comprehension*
Operation Monitoring	*Category Flexibility*
Coordination	*Manual Dexterity*
Critical Thinking	*Oral Comprehension*
Equipment Maintenance	*Inductive Reasoning*
Equipment Selection	*Mathematical Reasoning*
Management of Material Resources	*Multi-limb Coordination*

ENGINEERING MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Evaluate engineering management programs
E7	NON-CORE	Maintain environmental pollution control programs
E6	CORE	Prepare Casualty Reports (CASREP)
E5	NON-CORE	Prepare fuel, oil, and water reports
E7	CORE	Prepare shipwide full power and economy trials
E7	CORE	Review Casualty Reports (CASREP)
E6	CORE	Review engineering records and logs
E6	CORE	Update engineering records and logs
E6	CORE	Validate Engineering Operational Sequencing System (EOSS) manuals

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Maintain diesel engines

MECHANICAL SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Operate diesel engines

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E7	CORE	Approve Quality Assurance (QA) repair forms
E6	CORE	Review Quality Assurance (QA) repair forms
E6	CORE	Update Quality Assurance (QA) repair forms

CHAPTER 31

EQUIPMENT OPERATOR
(EO)

NAVPERS 18068-31E
CH-65

Updated: January 2016

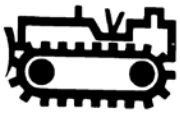
TABLE OF CONTENTS
EQUIPMENT OPERATOR (EO)

SCOPE OF RATING	EO-3
GENERAL INFORMATION	EO-4
EQUIPMENT OPERATOR	EO-5
CONSTRUCTION MANAGEMENT	EO-5
EARTHWORK	EO-6
EQUIPMENT MANAGEMENT	EO-6
MATERIAL HANDLING EQUIPMENT (MHE)	EO-7
MINERAL PRODUCTS	EO-7
PAVEMENTS	EO-7
SEABEE COMMON CORE	EO-8
TRANSPORTATION OPERATIONS	EO-8
UNDERWATER CONSTRUCTION	EO-9
WATER WELL	EO-10
WEIGHT HANDLING EQUIPMENT (WHE)	EO-10

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

EQUIPMENT OPERATOR (EO)



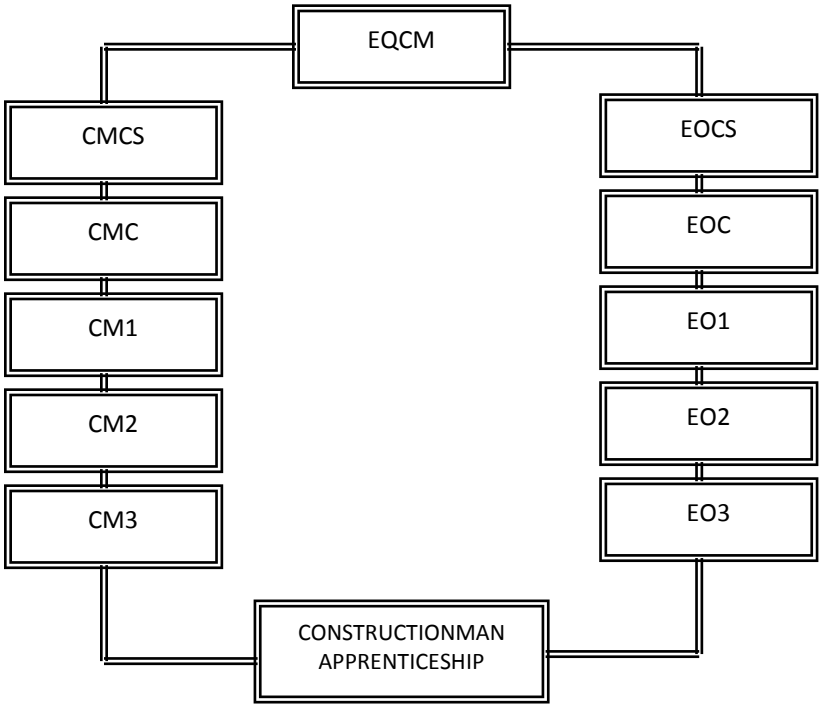
SCOPE OF RATING

Equipment Operators (EO) perform tasks involving deployment, operation, and maintenance of automotive, materials handling, weight handling, and construction equipment; direct and coordinate efforts of individuals and crews in execution of construction, earth-moving, road building, quarry operations, water well operations, asphalt paving, mineral products operations, and soil stabilization; maintain administrative requirements for mobile and stationary equipment;; maintain individual combat readiness; and perform tasks required in combat and disaster preparedness and recovery operations.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 31.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Equipment Operator

Job Code

001165

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Construction and Extraction	TBD	EQUIPMENT OPERATOR	EQUIP OPERATOR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	EO	NEC's 5328, 5501, 5633, 5707, 5708, 5710, 5712, 5915, 5931, 5932, 5933, 6021, 9920.

Job Description

Equipment Operators perform tasks involving deployment, operation, and maintenance of automotive, materials handling, weight handling, and construction equipment; direct and coordinate efforts of individuals and crews in execution of construction, earth moving, road-building, blasting and quarry operations, water well operations, asphalt paving, mineral products operations, and soil stabilization; maintain administrative requirements for mobile and stationary equipment; maintain individual combat readiness; and perform tasks required in combat and disaster preparedness and recovery operations. As project managers, they plan, staff, direct, and control multiple construction projects and act as project supervisors and trainers for junior personnel.

DoD Relationship

Group Title	*DoD Code*
Construction Equipment Operation	171300

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Operating Engineers and Other Construction Equipment Operators	47-2073.00	Construction and Extraction

Skills	Abilities
Operation and Control	*Control Precision*
Operation Monitoring	*Information Ordering*
Critical Thinking	*Deductive Reasoning*
Judgment and Decision Making	*Oral Expression*
Coordination	*Problem Sensitivity*
Equipment Selection	*Manual Dexterity*
Management of Personnel Resources	*Oral Comprehension*
Complex Problem Solving	*Depth Perception*
Management of Material Resources	*Inductive Reasoning*
Equipment Maintenance	*Fluency of Ideas*

CONSTRUCTION MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct three-phase quality control inspections
E4	CORE	Develop construction activity estimates
E5	CORE	Develop construction environmental protection plans
E5	CORE	Develop construction project packages
E5	CORE	Develop construction safety plans
E4	CORE	Develop construction sketches and diagrams
E5	CORE	Develop project three-phase quality control plans
E5	CORE	Establish construction site layouts
E4	CORE	Inspect construction materials
E6	CORE	Inspect construction projects
E4	NON-CORE	Interpret construction drawings and specifications
E4	CORE	Inventory project tools and materials
E5	CORE	Lead construction projects
E5	CORE	Maintain construction project resources
E5	CORE	Maintain facilities

E7	NON-CORE	Manage camp maintenance operations
E7	CORE	Manage construction environmental protection programs
E6	CORE	Manage construction project resources
E7	CORE	Manage construction projects
E7	CORE	Manage construction safety programs
E7	CORE	Manage facilities maintenance programs
E6	NON-CORE	Manage maintenance contracts
E7	CORE	Manage project quality control programs
E7	CORE	Manage three-phase quality control programs
E6	NON-CORE	Monitor construction project contracts
E5	CORE	Supervise construction project safety operations
E6	CORE	Supervise construction projects
E6	CORE	Supervise construction safety operations
E6	CORE	Supervise environmental protection programs
E6	CORE	Supervise facilities maintenance programs
E6	CORE	Supervise planning and estimating operations
E5	CORE	Supervise project three-phase quality control programs
E5	CORE	Turnover construction projects
E5	NON-CORE	Validate project surveys and elevation data

EARTHWORK

Paygrade	Task Type	Task Statements
E5	CORE	Classify soil types
E4	CORE	Compact materials
E4	CORE	Conduct site and elevation surveys
E6	CORE	Develop drainage plans
E4	CORE	Excavate materials
E4	CORE	Maintain earthwork equipment
E4	CORE	Move soil and earth materials
E4	CORE	Perform ditching operations
E4	CORE	Perform earthwork computations
E4	CORE	Perform grader operations
E4	CORE	Perform scraper operations
E4	CORE	Perform soil stabilization operations
E4	CORE	Perform trenching operations

EQUIPMENT MANAGEMENT

Paygrade	Task Type	Task Statements
E5	CORE	Dispatch equipment
E5	CORE	Manage collateral equipage
E6	CORE	Manage licensing programs
E7	CORE	Manage transportation operations

E5	CORE	Supervise equipment yard operations
E6	CORE	Supervise transportation operations

MATERIAL HANDLING EQUIPMENT (MHE)

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Material Handling Equipment (MHE)
E6	CORE	Manage Material Handling Equipment (MHE) licensing programs
E5	CORE	Perform aircraft loading and unloading Material Handling Equipment (MHE) operations
E5	CORE	Perform explosive ordinance Material Handling Equipment (MHE) operations
E4	CORE	Perform extended boom Material Handling Equipment (MHE) operations
E4	CORE	Perform rough terrain Material Handling Equipment (MHE) operations
E4	CORE	Perform top loader Material Handling Equipment (MHE) operations
E4	CORE	Perform warehouse Material Handling Equipment (MHE) operations

MINERAL PRODUCTS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Develop quarry plans
E7	NON-CORE	Manage blasting qualification/certification programs
E7	CORE	Manage mineral products operations
E7	CORE	Manage quarry operations
E5	CORE	Perform asphalt plant operations
E4	CORE	Perform asphalt reclamation operations
E5	NON-CORE	Perform blasting operations
E4	CORE	Perform concrete transit mixer operations
E4	CORE	Perform quarry operations
E5	CORE	Perform rock crushing plant operations
E4	CORE	Perform washing and screening plant operations

PAVEMENTS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain asphalt paving equipment
E5	CORE	Perform alternate asphalt surfacing treatments (e.g. chip spreader, seal coats)
E4	CORE	Perform asphalt finishing operations
E5	CORE	Perform asphalt repair operations
E4	CORE	Perform paving operations
E4	CORE	Perform site preparations (e.g. base and sub-base)
E4	CORE	Perform surface preparations (e.g. prime and tack coats)
E4	CORE	Prepare asphalt equipment
E6	CORE	Supervise paving operations

SEABEE COMMON CORE

Paygrade	Task Type	Task Statements
E4	CORE	Apply combat life saving techniques
E4	CORE	Conduct Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) defensive operations
E4	CORE	Conduct convoy operations
E4	CORE	Conduct Disaster Recovery Operations (DRO)
E4	CORE	Conduct embarkation and debarkation operations
E6	NON-CORE	Conduct Maritime Prepositioning Force (MPF) operations
E4	CORE	Conduct personal protection and decontamination operations
E4	CORE	Employ Advance Base Functional Component (ABFC) systems
E4	CORE	Employ grenades, mines, and pyrotechnics
E4	CORE	Employ land survival techniques
E4	NON-CORE	Maintain crew-served weapons
E4	CORE	Maintain field communications equipment
E4	CORE	Maintain Personal Gear Issue (PGI)
E4	CORE	Maintain small arms
E4	NON-CORE	Operate crew-served weapons
E4	CORE	Operate field communications equipment
E4	CORE	Operate small arms
E4	CORE	Patrol assigned areas
E7	CORE	Perform command and control of a company
E4	CORE	Perform command and control of a fire team
E6	CORE	Perform command and control of a platoon
E5	CORE	Perform command and control of a squad
E7	NON-CORE	Plan convoy operations
E4	CORE	Repair damaged airfields
E4	CORE	Set tactical defenses
E7	NON-CORE	Supervise Airfield Damage Repair (ADR) operations

TRANSPORTATION OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct vehicle recovery operations
E4	CORE	Maintain transportation equipment
E4	CORE	Perform fueling operations
E4	CORE	Perform watering operations
E4	CORE	Transport equipment
E4	CORE	Transport materials
E4	CORE	Transport personnel

UNDERWATER CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct oceanographic surveys
E5	NON-CORE	Maintain diving equipment
E5	NON-CORE	Maintain diving support equipment
E7	NON-CORE	Manage demolition operations
E7	NON-CORE	Manage diving emergency procedures
E7	NON-CORE	Manage diving equipment maintenance
E7	NON-CORE	Manage diving support equipment maintenance
E7	NON-CORE	Manage light salvage operations
E7	NON-CORE	Manage Maritime Prepositioning Force (MPF) pre-offload operations
E7	NON-CORE	Manage Naval Sea Systems Command (NAVSEA) system certification programs
E7	NON-CORE	Manage oceanographic surveys
E7	NON-CORE	Manage Offshore Petroleum Distribution System (OPDS) operations
E7	NON-CORE	Manage Remote Operated Vehicle (ROV) operations
E7	NON-CORE	Manage small craft operations
E7	NON-CORE	Manage underwater construction operations
E5	NON-CORE	Perform coxswain duties
E5	NON-CORE	Perform demolition operations
E5	NON-CORE	Perform diving emergency procedures
E5	NON-CORE	Perform diving operations
E5	NON-CORE	Perform light salvage operations
E5	NON-CORE	Perform Maritime Prepositioning Force (MPF) pre-offload operations
E5	NON-CORE	Perform Offshore Petroleum Distribution System (OPDS) operations
E5	NON-CORE	Perform Remote Operated Vehicle (ROV) operations
E5	NON-CORE	Perform small craft operations
E5	NON-CORE	Perform underwater construction operations
E6	NON-CORE	Supervise demolition operations
E6	NON-CORE	Supervise diving emergency procedures
E6	NON-CORE	Supervise diving equipment maintenance
E6	NON-CORE	Supervise diving operations
E6	NON-CORE	Supervise diving support equipment maintenance
E6	NON-CORE	Supervise light salvage operations
E6	NON-CORE	Supervise Maritime Prepositioning Force (MPF) pre-offload operations
E6	NON-CORE	Supervise Naval Sea Systems Command (NAVSEA) system certification programs
E6	NON-CORE	Supervise oceanographic surveys
E6	NON-CORE	Supervise Offshore Petroleum Distribution System (OPDS) operations

E6	NON-CORE	Supervise Remote Operated Vehicle (ROV) operations
E6	NON-CORE	Supervise small craft operations
E6	NON-CORE	Supervise underwater construction operations

WATER WELL

Paygrade	Task Type	Task Statements
E6	NON-CORE	Determine drilling methods
E4	NON-CORE	Maintain water well equipment
E5	NON-CORE	Perform water well development
E5	NON-CORE	Perform water well drilling
E5	NON-CORE	Perform well abandonment
E4	NON-CORE	Perform well site preparations
E5	NON-CORE	Repair wells
E7	NON-CORE	Select water well drilling sites
E7	NON-CORE	Submit water well closeout reports
E7	NON-CORE	Supervise water well drilling operations

WEIGHT HANDLING EQUIPMENT (WHE)

Paygrade	Task Type	Task Statements
E7	NON-CORE	Certify Weight Handling Equipment (WHE)
E4	CORE	Maintain Weight Handling Equipment (WHE)
E6	NON-CORE	Maintain Weight Handling Equipment (WHE) records
E6	NON-CORE	Manage Weight Handling Equipment (WHE) licensing programs
E5	NON-CORE	Perform clamshell operations
E5	NON-CORE	Perform crane load tests
E5	NON-CORE	Perform dragline operations
E4	CORE	Perform hook block operations
E5	NON-CORE	Perform pile driving operations
E4	CORE	Perform rigging operations
E4	NON-CORE	Perform specialized hook block operations (e.g. cargo handling, amphibious, shipboard)
E6	NON-CORE	Supervise crane crew operations
E7	CORE	Supervise crane load tests
E6	CORE	Supervise Weight Handling Equipment (WHE) maintenance

CHAPTER 32

ELECTRONICS TECHNICIAN
(ET)

NAVPERS 18068-32J
CH-64

Updated: October 2015

TABLE OF CONTENTS
ELECTRONICS TECHNICIAN (ET)

SCOPE OF RATING	ET-3
GENERAL INFORMATION	ET-4
ELECTRONICS COMMUNICATIONS TECHNICIAN	ET-5
AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS	ET-5
COMMAND, CONTROL, COMPUTER, COMMUNICATION, AND INTELLIGENCE (C4I)	ET-6
EQUIPMENT ADMINISTRATION	ET-8
TECHNICAL CORE FUNDAMENTALS	ET-8
ELECTRONICS DATA SYSTEMS TECHNICIAN	ET-10
AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS	ET-10
COMMAND, CONTROL, COMPUTER, COMMUNICATION, AND INTELLIGENCE (C4I)	ET-11
EQUIPMENT ADMINISTRATION	ET-12
RADAR NAVIGATION AND IDENTIFICATION SYSTEMS	ET-12
TECHNICIAL CORE FUNDAMENTALS	ET-13
ELECTRONICS RADAR SYSTEMS TECHNICIAN	ET-15
AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS	ET-15
COMMAND, CONTROL, COMPUTER, COMMUNICATION, AND INTELLIGENCE (C4I)	ET-16
EQUIPMENT ADMINISTRATION	ET-17
RADAR NAVIGATION AND IDENTIFICATION SYSTEMS	ET-17
TECHNICAL CORE FUNDAMENTALS	ET-18
ELECTRONICS SYSTEMS MANAGER	ET-20
COMMAND, CONTROL, COMPUTER, COMMUNICATION, AND INTELLIGENCE (C4I)	ET-20
EQUIPMENT ADMINISTRATION	ET-20
TECHNICIAL CORE FUNDAMENTALS	ET-21

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

ELECTRONICS TECHNICIAN (ET)

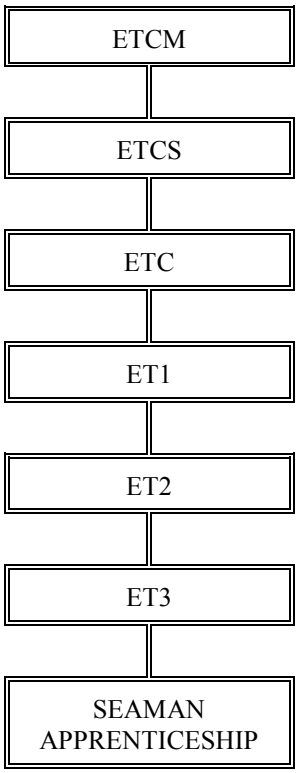
SCOPE OF RATING

Electronics Technicians (ET) perform, supervise, and manage the preventive and corrective maintenance, calibration, configuration, and alignment of cryptographic, radar, navigation, and Command, Control, Computer, Communication, and Intelligence (C4I) systems, utilizing test equipment and technical drawings.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 32.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Electronics Communications Technician 003723

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	ELECTRONICS COMMUNICATION TEC	E COM SYS TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ET	0304, 0345, 1403, 1404, 1405, 1406, 1407, 1410, 1413, 1419, 1420, 1424, 1425, 1428, 1429, 1430, 1459, 1460, 1465, 1486, 1493, 1494, 1570, 1589, 1591, 1690, 2354, 2790, 2791, 3349, 4135, 4740, 5328, 6673,] 9534, 9535, 9550, 9604, 9607, 9613, 98GD, 98LM

Job Description

Electronic Communications Technicians maintain shore-based, ship-based, and portable communications equipment, including all associated cabling, computer, multiplexing, switching, cryptographic, recording, cooling water, and dry air systems; analyze equipment operation and align, troubleshoot, and repair equipment to the lowest replaceable unit; execute casualty control procedures, restoring operability for all assigned electronic equipment and recognizing mission criticality and redundancies within systems; perform administrative functions to include managing test equipment calibration requirements and updating casualty reporting messages, technical manuals, and equipment maintenance records; conduct fiber optic and basic soldering repair, electrical safety checks, and test equipment calibration; and supervise personnel who conduct tool and test equipment inventories, logistics support, and maintenance and testing of systems and equipment.

DoD Relationship

Group Title	*DoD Code*
Radio/Radar, General	110000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Telecommunications Equipment Installers and Repairers, Except Line Installers	49-2022.00	Installation, Maintenance, and Repair

Skills	Abilities
Quality Control Analysis	*Deductive Reasoning*
Operation Monitoring	*Inductive Reasoning*
Complex Problem Solving	*Selective Attention*
Equipment Selection	*Written Comprehension*
Repairing	*Problem Sensitivity*
Troubleshooting	*Time Sharing*
Equipment Maintenance	*Information Ordering*
Operation and Control	*Manual Dexterity*
Systems Analysis	*Written Expression*
Reading Comprehension	*Control Precision*

AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Align auxiliary air and cooling water systems
E4	NON-CORE	Configure electrical, electronic, and mechanical calibration equipment
E4	CORE	Inspect personal electronic equipment
E4	CORE	Perform preventive maintenance on aloft equipment
E4	CORE	Perform preventive maintenance on analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Perform preventive maintenance on auxiliary air and cooling water systems
E4	CORE	Perform preventive maintenance on electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Perform preventive maintenance on electronic security systems
E4	NON-CORE	Repair analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Repair auxiliary air and cooling water systems
E4	NON-CORE	Repair electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Repair electronic security systems
E4	CORE	Replace aloft equipment

E4	NON-CORE	Test analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Test auxiliary air and cooling water systems
E4	NON-CORE	Test electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Test electronic security systems
E4	NON-CORE	Troubleshoot analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Troubleshoot auxiliary air and cooling water systems
E4	NON-CORE	Troubleshoot electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Troubleshoot electronic security systems

COMMAND, CONTROL, COMPUTER, COMMUNICATION, AND INTELLIGENCE (C4I)

Paygrade	Task Type	Task Statements
E4	CORE	Configure Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Configure computer and peripheral systems
E4	CORE	Configure cryptographic equipment
E4	CORE	Configure high frequency radio communication systems (i.e., Extremely High Frequency (EHF), Super High Frequency (SHF), Ultra High Frequency (UHF), Very High Frequency (VHF), High Frequency (HF))
E4	NON-CORE	Configure low frequency radio communication systems (i.e., Low Frequency (LF), Very Low Frequency (VLF), and Extremely Low Frequency (ELF))
E4	NON-CORE	Configure Special Operations (SPECOPS) electronic equipment
E4	CORE	Establish data links (i.e., dual-net multi-frequency data links and multi-frequency links)
E4	CORE	Establish multiplex audio circuits
E4	CORE	Load cryptographic keying material
E4	CORE	Maintain Command, Control, Computer, Communication, and Intelligence (C4I) password accounts
E4	CORE	Perform preventive maintenance on audio switching systems
E4	CORE	Perform preventive maintenance on Command, Control, Computer, Communication, and Intelligence (C4I) antenna systems
E4	NON-CORE	Perform preventive maintenance on Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Perform preventive maintenance on computer and peripheral systems
E4	CORE	Perform preventive maintenance on cryptographic equipment
E4	CORE	Perform preventive maintenance on data link systems
E4	CORE	Perform preventive maintenance on data multiplexing equipment
E4	CORE	Perform preventive maintenance on high frequency radio communication systems (i.e., Extremely High Frequency (EHF), Super High Frequency (SHF), Ultra High Frequency (UHF), Very High Frequency (VHF), High Frequency (HF))
E4	NON-CORE	Perform preventive maintenance on low frequency radio communication systems (i.e., Low Frequency (LF), Very Low Frequency (VLF), and Extremely Low Frequency (ELF))
E4	CORE	Perform preventive maintenance on message routing systems
E4	NON-CORE	Perform preventive maintenance on Special Operations (SPECOPS) electronic equipment

E4	CORE	Repair audio switching systems
E4	CORE	Repair Command, Control, Computer, Communication, and Intelligence (C4I) antenna systems
E4	NON-CORE	Repair Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Repair computer and peripheral systems
E4	CORE	Repair data link systems
E4	CORE	Repair data multiplexing equipment
E4	CORE	Repair Extremely High Frequency (EHF) systems
E4	NON-CORE	Repair Extremely Low Frequency (ELF) systems
E4	CORE	Repair High Frequency (HF) systems
E4	NON-CORE	Repair Low Frequency (LF) systems
E4	CORE	Repair message routing systems
E4	NON-CORE	Repair Special Operations (SPECOPS) electronic equipment
E4	CORE	Repair Super High Frequency (SHF) systems
E4	CORE	Repair Ultra High Frequency (UHF) systems
E4	CORE	Repair Very High Frequency (VHF) systems
E4	NON-CORE	Repair Very Low Frequency (VLF) systems
E4	CORE	Replace cryptographic equipment
E4	CORE	Test audio switching systems
E4	CORE	Test Command, Control, Computer, Communication, and Intelligence (C4I) antenna systems
E5	NON-CORE	Test Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Test computer and peripheral systems
E4	CORE	Test cryptographic equipment
E4	CORE	Test data link systems
E4	CORE	Test data multiplexing equipment
E4	CORE	Test Extremely High Frequency (EHF) systems
E4	NON-CORE	Test Extremely Low Frequency (ELF) systems
E4	CORE	Test High Frequency (HF) systems
E4	NON-CORE	Test Low Frequency (LF) systems
E4	CORE	Test message routing systems
E4	NON-CORE	Test Special Operations (SPECOPS) electronic equipment
E4	CORE	Test Super High Frequency (SHF) systems
E4	CORE	Test Ultra High Frequency (UHF) systems
E4	CORE	Test Very High Frequency (VHF) systems
E4	NON-CORE	Test Very Low Frequency (VLF) systems
E4	CORE	Troubleshoot audio switching systems
E4	CORE	Troubleshoot Command, Control, Computer, Communication, and Intelligence (C4I) antenna systems
E4	NON-CORE	Troubleshoot Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems

E4	CORE	Troubleshoot computer and peripheral systems
E4	CORE	Troubleshoot data link systems
E4	CORE	Troubleshoot data multiplexing equipment
E4	CORE	Troubleshoot Extremely High Frequency (EHF) systems
E4	NON-CORE	Troubleshoot Extremely Low Frequency (ELF) systems
E4	CORE	Troubleshoot High Frequency (HF) systems
E4	NON-CORE	Troubleshoot Low Frequency (LF) systems
E4	CORE	Troubleshoot message routing systems
E4	NON-CORE	Troubleshoot Special Operations (SPECOPS) electronic equipment
E4	CORE	Troubleshoot Super High Frequency (SHF) systems
E4	CORE	Troubleshoot Ultra High Frequency (UHF) systems
E4	CORE	Troubleshoot Very High Frequency (VHF) systems
E4	NON-CORE	Troubleshoot Very Low Frequency (VLF) systems

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Collect equipment and systems status data
E4	CORE	Document equipment status
E4	CORE	Inspect work areas, tools, and electronic systems equipment
E4	CORE	Inventory controlled equipment
E4	NON-CORE	Inventory Maintenance Assistance Modules (MAM)
E5	CORE	Maintain preventive maintenance documents
E6	CORE	Manage equipment certifications and recertifications
E5	CORE	Manage test equipment calibration programs
E4	CORE	Provide electronic equipment installation assistance
E5	CORE	Review technical briefs, notices, and bulletins
E5	CORE	Supervise controlled equipment inventories
E5	CORE	Supervise Maintenance Assistance Modules (MAM) usage
E5	CORE	Supervise work center equipment and system configuration and maintenance operations
E5	CORE	Update Combat Systems Operational Sequencing System (CSOSS)

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Align combat systems equipment
E6	CORE	Analyze blueprints and ships drawings
E4	CORE	Analyze electronic schematics
E4	CORE	Analyze mechanical drawings
E4	CORE	Analyze plumbing and valve drawings
E4	CORE	Analyze technical manuals
E4	CORE	Configure analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Configure electromechanical (synchro/servo) systems
E4	CORE	Configure Special Purpose Electronic Test Equipment (SPETE)
E5	CORE	Control Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) effects on electronic systems

E4	CORE	Perform basic soldering on electrical and electronic equipment
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures (e.g., casualty responses/operations, normal operations, initialize/de-energize equipment, etc.)
E4	CORE	Perform corrosion prevention and control procedures on electronic equipment and systems
E4	CORE	Perform internal communications (e.g., verbal communications, sound-powered phone, and Internal Voice Communications Systems (IVCS))
E4	CORE	Perform preventive maintenance on electromechanical (synchro/servo) systems
E4	CORE	Perform preventive maintenance on fiber optic cables and connectors
E4	CORE	Perform preventive maintenance on interconnecting cables and connectors
E4	CORE	Perform preventive maintenance on power supplies
E4	CORE	Perform preventive maintenance on Special Purpose Electronic Test Equipment (SPETE)
E4	CORE	Repair Alternating Current (AC) circuits
E4	CORE	Repair digital circuits
E4	CORE	Repair Direct Current (DC) circuits
E4	CORE	Repair fiber optic cables and connectors
E4	CORE	Repair interconnecting cables and connectors
E4	CORE	Repair power supplies
E4	NON-CORE	Repair Special Purpose Electronic Test Equipment (SPETE)
E4	CORE	Replace electromechanical (synchro/servo) systems
E4	CORE	Test Alternating Current (AC) circuits
E4	CORE	Test digital circuits
E4	CORE	Test Direct Current (DC) circuits
E4	CORE	Test electromechanical (synchro/servo) systems
E4	CORE	Test fiber optic cables and connectors
E4	CORE	Test interconnecting cables and connectors
E4	CORE	Test power supplies
E4	NON-CORE	Test Special Purpose Electronic Test Equipment (SPETE)
E4	CORE	Troubleshoot Alternating Current (AC) circuits
E4	CORE	Troubleshoot Alternating Current and Direct Current (AC/DC) motors
E4	CORE	Troubleshoot digital circuits
E4	CORE	Troubleshoot Direct Current (DC) circuits
E4	CORE	Troubleshoot electromechanical (synchro/servo) systems
E4	CORE	Troubleshoot fiber optic cables and connectors
E4	CORE	Troubleshoot interconnecting cables and connectors
E4	CORE	Troubleshoot power supplies
E4	CORE	Troubleshoot Radio Frequency (RF) circuits
E4	NON-CORE	Troubleshoot Special Purpose Electronic Test Equipment (SPETE)

Job Title **Job Code**

Electronics Data Systems Technician 003724

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	ELECTRONICS DATA SYSTEMS TEC	E DATA SYS TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ET	0304, 0345, 0751, 1212, 1213, 1419, 1452, 1459, 1493, 1517, 1529, 1589, 1591, 1592, 1654, 1657, 1678, 1690, 2730, 2779, 2780, 2781, 2790, 2791, 3349, 4135, 4236, 4740, 5328, 6673, 9534, 9535, 9550, 9604, 9605, 9612, 9616, 98GD, 98LM

Job Description

Electronics Data Systems Technicians maintain calibration and Miniature/Microminiature Module Test and Repair (2MTR) equipment and data link, inertial navigation, tactical network, message routing, fiber optic, computer-based, and peripheral computer systems; analyze equipment operation, establish computer and network configurations, and troubleshoot and repair computer-based equipment to the lowest replaceable unit; execute casualty control procedures, restoring operability for all assigned electronic equipment and recognizing mission criticality and redundancies within systems; perform administrative functions to include managing test equipment calibration requirements and updating casualty reporting messages, technical manuals, and equipment maintenance records; conduct fiber optic and basic soldering repair, electrical safety checks, and test equipment calibration; and supervise personnel who conduct tool and test equipment inventories, logistics support, and maintenance and testing of systems and equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Radio/Radar, General	110000	Network and Computer Systems Administrators	15-1142.00	Computer and Mathematical

Skills	Abilities
Quality Control Analysis	*Deductive Reasoning*
Operation Monitoring	*Written Comprehension*
Equipment Selection	*Inductive Reasoning*
Equipment Maintenance	*Information Ordering*
Repairing	*Selective Attention*
Complex Problem Solving	*Problem Sensitivity*
Troubleshooting	*Time Sharing*
Operation and Control	*Manual Dexterity*
Systems Analysis	*Written Expression*
Reading Comprehension	*Speed of Closure*

AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Align auxiliary air and cooling water systems
E4	NON-CORE	Configure electrical, electronic, and mechanical calibration equipment
E4	CORE	Inspect personal electronic equipment
E4	CORE	Perform preventive maintenance on aloft equipment
E4	CORE	Perform preventive maintenance on analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Perform preventive maintenance on auxiliary air and cooling water systems
E4	CORE	Perform preventive maintenance on electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Perform preventive maintenance on electronic security systems
E4	NON-CORE	Repair analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Repair auxiliary air and cooling water systems
E4	NON-CORE	Repair electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Repair electronic security systems
E4	CORE	Replace aloft equipment
E4	NON-CORE	Test analog and digital General Purpose Electronic Test Equipment (GPETE)

E4	CORE	Test auxiliary air and cooling water systems
E4	NON-CORE	Test electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Test electronic security systems
E4	NON-CORE	Troubleshoot analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Troubleshoot auxiliary air and cooling water systems
E4	NON-CORE	Troubleshoot electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Troubleshoot electronic security systems

COMMAND, CONTROL, COMPUTER, COMMUNICATION, AND INTELLIGENCE (C4I)

Paygrade	Task Type	Task Statements
E4	CORE	Configure Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Configure computer and peripheral systems
E4	CORE	Configure cryptographic equipment
E4	CORE	Configure network systems
E4	NON-CORE	Configure Special Operations (SPECOPS) electronic equipment
E4	CORE	Establish data links (i.e., dual-net multi-frequency data links and multi-frequency links)
E4	CORE	Inventory network software and firmware
E4	CORE	Load cryptographic keying material
E4	CORE	Maintain Command, Control, Computer, Communication, and Intelligence (C4I) password accounts
E5	NON-CORE	Monitor networks for vulnerabilities
E4	NON-CORE	Perform preventive maintenance on Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Perform preventive maintenance on computer and peripheral systems
E4	CORE	Perform preventive maintenance on cryptographic equipment
E4	CORE	Perform preventive maintenance on data link systems
E4	CORE	Perform preventive maintenance on data multiplexing equipment
E4	CORE	Perform preventive maintenance on message routing systems
E4	CORE	Perform preventive maintenance on network systems
E4	NON-CORE	Perform preventive maintenance on Special Operations (SPECOPS) electronic equipment
E4	NON-CORE	Repair Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Repair computer and peripheral systems
E4	CORE	Repair data link systems
E4	CORE	Repair data multiplexing equipment
E4	CORE	Repair message routing systems
E4	CORE	Repair network systems
E4	NON-CORE	Repair Special Operations (SPECOPS) electronic equipment
E4	CORE	Replace cryptographic equipment
E5	NON-CORE	Test Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems

E4	CORE	Test computer and peripheral systems
E4	CORE	Test cryptographic equipment
E4	CORE	Test data link systems
E4	CORE	Test data multiplexing equipment
E4	CORE	Test message routing systems
E4	CORE	Test network systems
E4	NON-CORE	Test Special Operations (SPECOPS) electronic equipment
E4	NON-CORE	Troubleshoot Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Troubleshoot computer and peripheral systems
E4	CORE	Troubleshoot data link systems
E4	CORE	Troubleshoot data multiplexing equipment
E4	CORE	Troubleshoot message routing systems
E4	CORE	Troubleshoot network systems
E4	NON-CORE	Troubleshoot Special Operations (SPECOPS) electronic equipment
E5	CORE	Update network software

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Collect equipment and systems status data
E4	CORE	Document equipment status
E4	CORE	Inspect work areas, tools, and electronic systems equipment
E4	CORE	Inventory controlled equipment
E4	NON-CORE	Inventory Maintenance Assistance Modules (MAM)
E5	CORE	Maintain preventive maintenance documents
E6	CORE	Manage equipment certifications and recertifications
E5	CORE	Manage test equipment calibration programs
E4	CORE	Provide electronic equipment installation assistance
E5	CORE	Review technical briefs, notices, and bulletins
E5	CORE	Supervise controlled equipment inventories
E5	CORE	Supervise Maintenance Assistance Modules (MAM) usage
E5	CORE	Supervise work center equipment and system configuration and maintenance operations
E5	CORE	Update Combat Systems Operational Sequencing System (CSOSS)

RADAR NAVIGATION AND IDENTIFICATION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure navigation systems
E4	CORE	Extract data from navigation systems for diagnostics
E4	CORE	Perform preventive maintenance on navigation systems
E4	CORE	Repair navigation systems
E4	CORE	Test navigation systems
E4	CORE	Troubleshoot navigation systems

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Align combat systems equipment
E6	CORE	Analyze blueprints and ships drawings
E4	CORE	Analyze electronic schematics
E4	CORE	Analyze mechanical drawings
E4	CORE	Analyze plumbing and valve drawings
E4	CORE	Analyze technical manuals
E4	CORE	Configure analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Configure electromechanical (synchro/servo) systems
E4	CORE	Configure Special Purpose Electronic Test Equipment (SPETE)
E5	CORE	Control Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) effects on electronic systems
E4	CORE	Perform basic soldering on electrical and electronic equipment
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures (e.g., casualty responses/operations, normal operations, initialize/de-energize equipment, etc.)
E4	CORE	Perform corrosion prevention and control procedures on electronic equipment and systems
E4	CORE	Perform internal communications (e.g., verbal communications, sound-powered phone, and Internal Voice Communications Systems (IVCS))
E4	CORE	Perform preventive maintenance on electromechanical (synchro/servo) systems
E4	CORE	Perform preventive maintenance on fiber optic cables and connectors
E4	CORE	Perform preventive maintenance on interconnecting cables and connectors
E4	CORE	Perform preventive maintenance on power supplies
E4	CORE	Perform preventive maintenance on Special Purpose Electronic Test Equipment (SPETE)
E4	CORE	Repair Alternating Current (AC) circuits
E4	CORE	Repair digital circuits
E4	CORE	Repair Direct Current (DC) circuits
E4	CORE	Repair fiber optic cables and connectors
E4	CORE	Repair interconnecting cables and connectors
E4	CORE	Repair power supplies
E4	NON-CORE	Repair Special Purpose Electronic Test Equipment (SPETE)
E4	CORE	Replace electromechanical (synchro/servo) systems
E4	CORE	Test Alternating Current (AC) circuits
E4	CORE	Test digital circuits
E4	CORE	Test Direct Current (DC) circuits
E4	CORE	Test electromechanical (synchro/servo) systems
E4	CORE	Test fiber optic cables and connectors
E4	CORE	Test interconnecting cables and connectors
E4	CORE	Test power supplies
E4	NON-CORE	Test Special Purpose Electronic Test Equipment (SPETE)

E4	CORE	Troubleshoot Alternating Current (AC) circuits
E4	CORE	Troubleshoot Alternating Current and Direct Current (AC/DC) motors
E4	CORE	Troubleshoot digital circuits
E4	CORE	Troubleshoot Direct Current (DC) circuits
E4	CORE	Troubleshoot electromechanical (synchro/servo) systems
E4	CORE	Troubleshoot fiber optic cables and connectors
E4	CORE	Troubleshoot interconnecting cables and connectors
E4	CORE	Troubleshoot power supplies
E4	NON-CORE	Troubleshoot Special Purpose Electronic Test Equipment (SPETE)

Job Title **Job Code**

Electronics Radar Systems Technician 003725

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	ELECTRONICS RADAR SYSTEMS TEC	E RDR SYS TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ET	0304, 1413, 1419, 1471, 1491, 1503, 1504, 1507, 1510, 1511, 1517, 1520, 1529, 1530, 1571, 1572, 1574, 1575, 1578, 1579, 1580, 1589, 1590, 1591, 1592, 3349, 4135, 5328, 6673, 9534, 9535, 9550, 9606, 9608, 9610, 9614, 9615, 9616, 98GD, 98LM

Job Description

Electronics Radar Systems Technicians maintain surface search, air search, and weather radar systems, radar video switchboards, electromechanical (synchro/servo) systems, Identification Friend or Foe (IFF) systems, meteorological systems, and tactical air navigation equipment, including all associated cabling, cooling water, and dry air systems; analyze equipment operation and align, troubleshoot, and repair equipment to the lowest replaceable unit; execute casualty control procedures, restoring operability for all assigned electronic equipment and recognizing mission criticality and redundancies within systems; perform administrative functions to include managing test equipment calibration requirements and updating casualty reporting messages, technical manuals, and equipment maintenance records; conduct fiber optic and basic soldering repair, electrical safety checks, and test equipment calibration; and supervise personnel who conduct tool and test equipment inventories, logistics support, and maintenance and testing of systems and equipment.

DoD Relationship

Group Title	*DoD Code*
Radio/Radar, General	110000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Electrical and Electronics Installers and Repairers, Transportation Equipment	49-2093.00	Installation, Maintenance, and Repair

Skills	Abilities
Quality Control Analysis	*Deductive Reasoning*
Operation Monitoring	*Written Comprehension*
Equipment Selection	*Inductive Reasoning*
Complex Problem Solving	*Information Ordering*
Equipment Maintenance	*Selective Attention*
Repairing	*Problem Sensitivity*
Troubleshooting	*Time Sharing*
Operation and Control	*Manual Dexterity*
Systems Analysis	*Written Expression*
Reading Comprehension	*Speed of Closure*

AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Align auxiliary air and cooling water systems
E4	NON-CORE	Configure electrical, electronic, and mechanical calibration equipment
E4	CORE	Inspect personal electronic equipment
E4	CORE	Perform preventive maintenance on aloft equipment
E4	CORE	Perform preventive maintenance on analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Perform preventive maintenance on auxiliary air and cooling water systems
E4	CORE	Perform preventive maintenance on electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Perform preventive maintenance on electronic security systems
E4	NON-CORE	Repair analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Repair auxiliary air and cooling water systems
E4	NON-CORE	Repair electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Repair electronic security systems
E4	CORE	Replace aloft equipment

E4	NON-CORE	Test analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Test auxiliary air and cooling water systems
E4	NON-CORE	Test electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Test electronic security systems
E4	NON-CORE	Troubleshoot analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Troubleshoot auxiliary air and cooling water systems
E4	NON-CORE	Troubleshoot electrical, electronic, and mechanical calibration equipment
E4	NON-CORE	Troubleshoot electronic security systems

COMMAND, CONTROL, COMPUTER, COMMUNICATION, AND INTELLIGENCE (C4I)

Paygrade	Task Type	Task Statements
E4	CORE	Configure Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Configure computer and peripheral systems
E4	CORE	Configure cryptographic equipment
E4	NON-CORE	Configure meteorological systems
E4	NON-CORE	Configure Special Operations (SPECOPS) electronic equipment
E4	CORE	Load cryptographic keying material
E4	CORE	Maintain Command, Control, Computer, Communication, and Intelligence (C4I) password accounts
E4	NON-CORE	Perform preventive maintenance on Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Perform preventive maintenance on computer and peripheral systems
E4	CORE	Perform preventive maintenance on cryptographic equipment
E4	NON-CORE	Perform preventive maintenance on meteorological systems
E4	NON-CORE	Perform preventive maintenance on Special Operations (SPECOPS) electronic equipment
E4	NON-CORE	Repair Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Repair computer and peripheral systems
E4	NON-CORE	Repair meteorological systems
E4	NON-CORE	Repair Special Operations (SPECOPS) electronic equipment
E4	CORE	Replace cryptographic equipment
E5	NON-CORE	Test Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Test computer and peripheral systems
E4	CORE	Test cryptographic equipment
E4	NON-CORE	Test meteorological systems
E4	NON-CORE	Test Special Operations (SPECOPS) electronic equipment
E4	NON-CORE	Troubleshoot Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Troubleshoot computer and peripheral systems
E4	NON-CORE	Troubleshoot meteorological systems
E4	NON-CORE	Troubleshoot Special Operations (SPECOPS) electronic equipment

E5	CORE	Update network software

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Collect equipment and systems status data
E4	CORE	Document equipment status
E4	CORE	Inspect work areas, tools, and electronic systems equipment
E4	CORE	Inventory controlled equipment
E4	NON-CORE	Inventory Maintenance Assistance Modules (MAM)
E5	CORE	Maintain preventive maintenance documents
E6	CORE	Manage equipment certifications and recertifications
E5	CORE	Manage test equipment calibration programs
E4	CORE	Provide electronic equipment installation assistance
E5	CORE	Review technical briefs, notices, and bulletins
E5	CORE	Supervise controlled equipment inventories
E5	CORE	Supervise Maintenance Assistance Modules (MAM) usage
E5	CORE	Supervise work center equipment and system configuration and maintenance operations
E5	CORE	Update Combat Systems Operational Sequencing System (CSOSS)

RADAR NAVIGATION AND IDENTIFICATION SYSTEMS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Configure Identification Friend or Foe (IFF) systems
E4	CORE	Configure navigation systems
E4	CORE	Configure radar repeaters
E4	CORE	Configure radar switchboards
E4	CORE	Configure radar systems
E4	CORE	Configure Tactical Air Navigation (TACAN) systems
E4	CORE	Extract data from navigation systems for diagnostics
E4	NON-CORE	Perform preventive maintenance on Identification Friend or Foe (IFF) systems
E4	CORE	Perform preventive maintenance on navigation systems
E4	CORE	Perform preventive maintenance on radar repeaters
E4	CORE	Perform preventive maintenance on radar switchboards
E4	CORE	Perform preventive maintenance on radar systems
E4	CORE	Perform preventive maintenance on Tactical Air Navigation (TACAN) systems
E4	NON-CORE	Repair Identification Friend or Foe (IFF) systems
E4	CORE	Repair navigation systems
E4	CORE	Repair radar repeaters
E4	CORE	Repair radar switchboards
E4	CORE	Repair radar systems
E4	CORE	Repair Tactical Air Navigation (TACAN) systems
E4	NON-CORE	Test Identification Friend or Foe (IFF) systems
E4	CORE	Test navigation systems
E4	CORE	Test radar repeaters
E4	CORE	Test radar switchboards

E4	CORE	Test radar systems
E4	CORE	Test Tactical Air Navigation (TACAN) systems
E4	NON-CORE	Troubleshoot Identification Friend or Foe (IFF) systems
E4	CORE	Troubleshoot navigation systems
E4	CORE	Troubleshoot radar repeaters
E4	CORE	Troubleshoot radar switchboards
E4	CORE	Troubleshoot radar systems
E4	CORE	Troubleshoot Tactical Air Navigation (TACAN) systems

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Align combat systems equipment
E6	CORE	Analyze blueprints and ships drawings
E4	CORE	Analyze electronic schematics
E4	CORE	Analyze mechanical drawings
E4	CORE	Analyze plumbing and valve drawings
E4	CORE	Analyze technical manuals
E4	CORE	Configure analog and digital General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Configure electromechanical (synchro/servo) systems
E4	CORE	Configure Special Purpose Electronic Test Equipment (SPETE)
E5	CORE	Control Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) effects on electronic systems
E4	CORE	Perform basic soldering on electrical and electronic equipment
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures (e.g., casualty responses/operations, normal operations, initialize/de-energize equipment, etc.)
E4	CORE	Perform corrosion prevention and control procedures on electronic equipment and systems
E4	CORE	Perform internal communications (e.g., verbal communications, sound-powered phone, and Internal Voice Communications Systems (IVCS))
E4	CORE	Perform preventive maintenance on electromechanical (synchro/servo) systems
E4	CORE	Perform preventive maintenance on fiber optic cables and connectors
E4	CORE	Perform preventive maintenance on interconnecting cables and connectors
E4	CORE	Perform preventive maintenance on power supplies
E4	CORE	Perform preventive maintenance on Special Purpose Electronic Test Equipment (SPETE)
E4	CORE	Repair Alternating Current (AC) circuits
E4	CORE	Repair digital circuits
E4	CORE	Repair Direct Current (DC) circuits
E4	CORE	Repair fiber optic cables and connectors
E4	CORE	Repair interconnecting cables and connectors
E4	CORE	Repair power supplies
E4	NON-CORE	Repair Special Purpose Electronic Test Equipment (SPETE)
E4	CORE	Replace electromechanical (synchro/servo) systems

E4	CORE	Test Alternating Current (AC) circuits
E4	CORE	Test digital circuits
E4	CORE	Test Direct Current (DC) circuits
E4	CORE	Test electromechanical (synchro/servo) systems
E4	CORE	Test fiber optic cables and connectors
E4	CORE	Test interconnecting cables and connectors
E4	CORE	Test power supplies
E4	NON-CORE	Test Special Purpose Electronic Test Equipment (SPETE)
E4	CORE	Troubleshoot Alternating Current (AC) circuits
E4	CORE	Troubleshoot Alternating Current and Direct Current (AC/DC) motors
E4	CORE	Troubleshoot digital circuits
E4	CORE	Troubleshoot Direct Current (DC) circuits
E4	CORE	Troubleshoot electromechanical (synchro/servo) systems
E4	CORE	Troubleshoot fiber optic cables and connectors
E4	CORE	Troubleshoot interconnecting cables and connectors
E4	CORE	Troubleshoot power supplies
E4	CORE	Troubleshoot Radio Frequency (RF) circuits
E4	NON-CORE	Troubleshoot Special Purpose Electronic Test Equipment (SPETE)

Job Title **Job Code**

Electronics Systems Manager 003726

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	ELECTRONICS SYSTEMS MANAGER	ELEC SYS MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ET	0304, 1321, 1419, 1589, 1591, 2779, 2780, 2781, 4135, 5328, 6673

Job Description

Electronics Systems Managers supervise technicians and manage equipment and systems; train junior technicians in Personnel Qualification Standards (PQS) and casualty control procedures; coordinate watchstanding, maintenance, troubleshooting, and testing efforts between work centers, divisions, departments, and contractors; report equipment capabilities, limitations, and reliability to senior personnel when there is degradation in mission capability; establish and monitor safety programs and instructions for personnel and platforms; supervise training programs; coordinate support, certifications, and inspections with outside activities; and draft and update Combat System Operational Sequence System (CSOSS) procedures, Standard Operating Procedures (SOPs), Job Qualification Requirements (JQRs), casualty reports, and technical manuals.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Radio/Radar, General	110000	First-Line Supervisors of Mechanics, Installers, and Repairers	49-1011.00	Installation, Maintenance, and Repair

Skills	Abilities
Management of Material Resources	*Written Comprehension*
Systems Analysis	*Written Expression*
Quality Control Analysis	*Information Ordering*
Reading Comprehension	*Inductive Reasoning*
Writing	*Oral Expression*
Systems Evaluation	*Problem Sensitivity*
Coordination	*Selective Attention*
Learning Strategies	*Speed of Closure*
Management of Financial Resources	*Category Flexibility*
Operation and Control	*Control Precision*

COMMAND, CONTROL, COMPUTER, COMMUNICATION, AND INTELLIGENCE (C4I)

Paygrade	Task Type	Task Statements
E7	CORE	Manage Command, Control, Computer, Communication, and Intelligence (C4I) password accounts
E6	CORE	Manage network software and firmware operations

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve equipment installations, testing, and alterations
E4	CORE	Collect equipment and systems status data
E7	CORE	Coordinate equipment certifications and recertifications
E4	CORE	Document equipment status
E4	CORE	Inventory controlled equipment
E5	CORE	Maintain preventive maintenance documents
E6	CORE	Manage controlled equipment
E7	CORE	Manage divisional equipment and system configuration and maintenance operations
E7	CORE	Manage equipment Casualty Reporting (CASREP) process
E7	CORE	Manage safety programs and instructions (e.g., aloft, electrical equipment, etc.)
E5	CORE	Manage test equipment calibration programs
E6	CORE	Manage weapons and combat systems equipment alignment evolutions
E6	CORE	Supervise divisional equipment and system configuration and maintenance operations

E6	CORE	Supervise equipment installations, testing, and alterations
E5	CORE	Train technicians in casualty control procedures
E5	CORE	Update Combat Systems Operational Sequencing System (CSOSS)
E7	CORE	Verify electronic equipment Standard Operating Procedures (SOP)
E7	CORE	Verify equipment installations, testing, and alterations

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E6	CORE	Analyze blueprints and ships drawings
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures (e.g., casualty responses/operations, normal operations, initialize/de-energize equipment, etc.)
E4	CORE	Perform internal communications (e.g., verbal communications, sound-powered phone, and Internal Voice Communications Systems (IVCS))

ELECTRONICS TECHNICIAN (NUCLEAR) ET (N) TABLE OF CONTENTS

SCOPE OF RATING	ET-3 (N)
GENERAL INFORMATION	ET-4 (N)
SUBMARINE REACTOR CONTROLS OPERATOR	ET-5 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-5 (N)
RADIOLOGICAL CONTROL	ET-7 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-7 (N)
SHIPBOARD OPERATIONS AND SAFTEY	ET-10 (N)
TECHNICAL ADMINISTRATION	ET-10 (N)
SURFACE REACTOR CONTROLS OPERATOR	ET-12 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-12 (N)
RADIOLOGICAL CONTROL	ET-15 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-15 (N)
SHIPBOARD OPERATIONS AND SAFTEY	ET-17 (N)
TECHNICAL ADMINISTRATION	ET-18 (N)
SUBMARINE REACTOR CONTROLS SUPERVISOR	ET-19 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-19 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-20 (N)
TECHNICAL ADMINSTRATION	ET-20 (N)
SURFACE REACTOR CONTROLS SUPERVISOR	ET-21 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-21 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-22 (N)
TECHNICAL ADMINSTRATION	ET-22 (N)
SUBMARINE REACTOR CONTROLS MANAGER	ET-23 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-23 (N)
RADIOLOGICAL CONTROL	ET-23 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-23 (N)
TECHNICAL ADMINSTRATION	ET-23 (N)
SUBMARINE REACTOR CONTROLS MANAGER	ET-24 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-24 (N)
RADIOLOGICAL CONTROL	ET-24 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-24 (N)
TECHNICAL ADMINSTRATION	ET-24 (N)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

ELECTRONICS TECHNICIAN (NAVIGATION) ET (V)

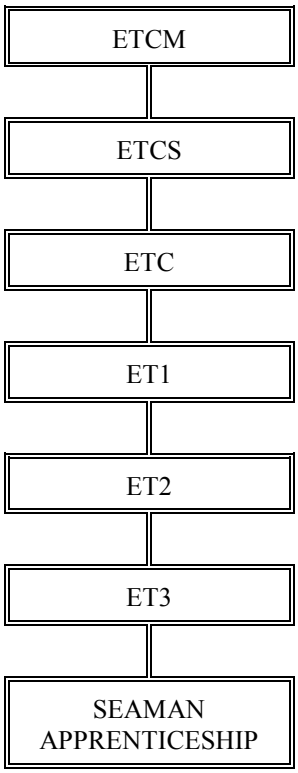
SCOPE OF RATING

Electronics Technicians (Navigation) ET (V) operate and maintain Naval Nuclear propulsion plants and associated equipment: supervise and administer Naval Nuclear propulsion plant operations; thoroughly understand reactor, electrical, and mechanical theory involved in the operation of the nuclear reactor, steam plant, propulsion plant, and auxiliary equipment; posses a detailed knowledge of reactor and steam plant chemistry and radiological controls; operate and perform organizational and intermediate maintenance on electronic equipment used for reactor control, instrumentation, measurement, alarm warning, power distribution, protection and airborne particulate radiation detection;; operate General Purpose Test Equipment (GEPTE) and auxiliary equipment; test, calibrate, maintain, and repair electronic and hydraulic-electric systems that support reactor plant operation on both surface and sub surface ships.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 32.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Submarine Reactor Controls Operator 003779

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Life, Physical, and Social Science	1900-4051.01	SUB REACTOR CONTROLS OP	SS RC OP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	A/J	3353, 3359

Job Description

Submarine Reactor Controls Operators perform operations and basic preventive maintenance of electronic equipment used for reactor control, rod control, protection and alarm system, primary plant instrumentation, nuclear instrumentation, primary plant control, steam generator water level control, and other electrical and electronic support equipment. They possess a thorough understanding of reactor, electrical, and mechanical theory involved in the operation of nuclear reactors, steam plants, and auxiliary equipment. They also possess detailed knowledge of chemistry and radiological controls associated with the nuclear reactor and supervise the shutdown of the reactor plant. These operators perform the critical work functions required to repair and maintain equipment and move naval tactical forces. Operators work under the supervision of a mentor while learning their trade or skill.

.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Equipment Operation Technicians	Life, Physical, and Social Science
110	11	19-4051.01	19

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Clean nuclear instrumentation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean primary plant instrumentation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean rod control system equipment		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean static variable frequency control cabinets		
			Equipment Maintenance	*Manual Dexterit*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Steam Generator Water Level Control (SGWLC) system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E5	CORE	Control maintenance on systems affecting remote operability		
			Speaking	*Oral Expression*
			Equipment Maintenance	*Time Sharing*
E5	CORE	Initialize nuclear instrumentation systems		
			Operation and Control	*Control Precision*
			Operation Monitoring	*Finger Dexterity*
E5	CORE	Initialize primary plant instrumentation systems		
			Operation and Control	*Control Precision*
			Operation Monitoring	*Finger Dexterity*
E4	CORE	Inspect nuclear instrumentation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect primary plant instrumentation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect rod control system equipment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect static variable frequency control cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*

E4	CORE	Inspect Steam Generator Water Level Control (SGWLC) system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Perform Air Particulate Detector (APD) preventative maintenance		
			Equipment Maintenance	*Information Ordering*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform calorimetric calibrations		
			Equipment Maintenance	*Number Facility*
			Systems Evaluation	*Written Comprehension*
E5	CORE	Perform control rod testing operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Feedwater Regulating Valve (FRV) preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform hydraulic mechanical indicator preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform nuclear instrumentation preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform primary plant control system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform primary plant instrumentation preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor protection system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform rod control system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform rod position indication system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform static variable frequency controller preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Steam Generator Water Level Control (SGWLC) cabinet preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Steam Generator Water Level Control (SGWLC) system detector preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Repair Air Particulate Detectors (APD)		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E5	CORE	Troubleshoot Air Particulate Detectors (APD)		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot hydraulic mechanical indicators		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

E5	CORE	Troubleshoot nuclear instrumentation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant control systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant detectors		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant instrumentation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot pump noise monitor systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot reactor protection systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot rod control systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot rod position indication systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot Steam Generator Water Level Control (SGWLC) systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

RADIOLOGICAL CONTROL

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct radiological controlled area surveys		
			Operation and Control	*Deductive Reasoning*
			Quality Control Analysis	*Selective Attention*
E4	CORE	Conduct radiological surveys during primary valve operations		
			Operation and Control	*Deductive Reasoning*
			Quality Control Analysis	*Selective Attention*
E4	CORE	Control access to radiological controlled areas		
			Social Perceptiveness	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Disestablish radiological controlled areas		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Establish radiological controlled areas		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Issue self-indicating pocket dosimeters		
			Management of Material Resources	*Finger Dexterity*
			Operation Monitoring	*Written Expression*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Analyze Air Particulate Detector (APD) indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*

E4	CORE	Analyze nuclear instrumentation indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze primary plant control system parameters		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze primary plant instrumentation indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E5	CORE	Analyze reactor plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze rod control parameters		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze shutdown electric plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze shutdown reactor plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Classify primary valves		
			Reading Comprehension	*Written Comprehension*
			Systems Analysis	*Written Expression*
E4	CORE	Combat reactor plant casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Conduct control rod transfer operations		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Written Comprehension*
E5	CORE	Conduct discharge boundary valve checks prior to maintenance or evolutions		
			Equipment Selection	*Deductive Reasoning*
			Operation and Control	*Information Ordering*
E4	CORE	Conduct evolutions on systems that could cause overboard discharge		
			Systems Analysis	*Problem Sensitivity*
			Operation and Control	*Written Comprehension*
E4	CORE	Monitor reactor plant operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E4	CORE	Operate alarm and indicating systems		
			Operation and Control	*Hearing Sensitivity*
			Operation Monitoring	*Near Vision*
E4	CORE	Operate coolant charging systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate coolant purification systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate discharge boundary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate electric plants		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate Emergency Propulsion Motors (EPM)		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*

E4	CORE	Operate main steam systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate nuclear instrumentation systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate primary shield water systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate primary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate reactor plant air systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate Reactor Plant Fresh Water (RPFW) cooling systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate reactor plants		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate rod control systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate Secondary Propulsion Motors (SPM)		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate steam generating systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform infrequent nuclear instrumentation operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform infrequent primary plant instrumentation system operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor plant startups and shutdowns		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor plant valve lineups		
			Coordination	*Arm-Hand Steadiness*
			Quality Control Analysis	*Control Precision*
E4	CORE	Perform salinity indicating systems during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during casualty operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during infrequent operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of reactor plants during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*

E4	CORE	Perform temperature monitoring systems during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Place primary plant detectors in service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Place Steam Generator Water Level Control (SGWLC) system detectors in service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Remove primary plant detectors from service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Remove Steam Generator Water Level Control (SGWLC) detectors from service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E5	CORE	Verify conditions established for prevention of inadvertent discharges		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Verify primary valve positions		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*

SHIPBOARD OPERATIONS AND SAFETY

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Combat submarine hydraulic rupture casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Correct sound silencing deficiencies		
			Equipment Maintenance	*Auditory Attention*
			Repairing	*Sound Localization*
E4	CORE	Employ shipboard security engagement tactics below decks		
			Active Learning	*Gross Body Coordination*
			Learning Strategies	*Multi-limb Coordination*
E4	CORE	Operate Interior Communications (IC) equipment		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate submarine habitability systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate submarine salvage systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Rig submarine for dive		
			Operation and Control	*Written Comprehension*
			Operation Monitoring	*Problem Sensitivity*
E5	CORE	Rig submarine for surface		
			Operation and Control	*Written Comprehension*
			Operation Monitoring	*Problem Sensitivity*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Conduct submarine pre-underway checks		
			Negotiation	*Problem Sensitivity*
			Time Management	*Written Comprehension*
E4	CORE	Maintain radiological controlled area records		
			Reading Comprehension	*Written Expression*
			Writing	*Written Comprehension*

E4	CORE	Perform reactor plant component tag outs		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform remote operability checklists		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Perform sound silencing surveys		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Safeguard Naval Nuclear Propulsion Information (NNPI)		
			Management of Material Resources	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*

Job Title **Job Code**

Surface Reactor Controls Operator 003780

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Life, Physical, and Social Science	1900-4051.01	SUR REACTOR CONTROLS OP	SW RC OP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	A	3383, 3389

Job Description

Surface Reactor Controls Operators perform operations and basic preventive maintenance of electronic equipment used for reactor control, rod control, protection and alarm system, primary plant instrumentation, nuclear instrumentation, primary plant control, steam generator water level control, and other electrical and electronic support equipment. They possess a thorough understanding of reactor, electrical, and mechanical theory involved in the operation of nuclear reactors, steam plants, and auxiliary equipment. They also possess detailed knowledge of chemistry and radiological controls associated with the nuclear reactor and supervise the shutdown of the reactor plant. These operators perform the critical work functions required to repair and maintain equipment and move naval tactical forces. Operators work under the supervision of a mentor while learning their trade or skill.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Equipment Operation Technicians	Life, Physical, and Social Science
110	11	19-4051.01	19

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Align automatic reactor fill initiation systems		
			Equipment Maintenance	*Manual Dexterity*
			Operation Monitoring	*Finger Dexterity*
E5	CORE	Align calorimetric calibration instrument systems		
			Equipment Maintenance	*Manual Dexterity*
			Operation Monitoring	*Finger Dexterity*
E4	CORE	Change wire-free communication system encryption keys		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Finger Dexterity*
E4	CORE	Clean automatic reactor fill initiation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean calorimetric calibration instrument system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean nuclear instrumentation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean primary plant instrumentation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean rod control system equipment		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Steam Generator Water Level Control (SGWLC) system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean wire-free communication system equipment		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E5	CORE	Control maintenance on systems affecting remote operability		
			Speaking	*Oral Expression*
			Equipment Maintenance	*Time Sharing*
E5	CORE	Initialize nuclear instrumentation systems		
			Operation and Control	*Control Precision*
			Operation Monitoring	*Finger Dexterity*

E5	CORE	Initialize primary plant instrumentation systems		
			Operation and Control	*Control Precision*
			Operation Monitoring	*Finger Dexterity*
E5	CORE	Inspect automatic reactor fill initiation system alignment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect automatic reactor fill initiation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Inspect calorimetric calibration instrument system alignment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect calorimetric calibration system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect nuclear instrumentation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect primary plant instrumentation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect rod control system equipment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Steam Generator Water Level Control (SGWLC) system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Inspect the operational condition of automatic reactor fill initiation systems		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Inspect trip point and calibration of automatic reactor fill initiation systems		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Inspect trip point and calibration of calorimetric calibration instruments		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect wire-free communication system battery capacity		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect wire-free communication system equipment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect wire-free communication system signal containment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Maintain continuous injection systems		
			Equipment Maintenance	*Arm-Hand Steadiness*
			Operation and Control	*Manual Dexterity*
E5	CORE	Operate automatic reactor fill initiation systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate calorimetric calibration instrument systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Perform Air Particulate Detector (APD) preventative maintenance		
			Equipment Maintenance	*Information Ordering*
			Reading Comprehension	*Problem Sensitivity*

E5	CORE	Perform calorimetric calibrations		
			Equipment Maintenance	*Number Facility*
			Systems Evaluation	*Written Comprehension*
E5	CORE	Perform control rod testing operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Feedwater Regulating Valve (FRV) preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform hydraulic mechanical indicator preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform nuclear instrumentation preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform primary plant control system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform primary plant instrumentation preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform pump noise monitor preventive maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor protection system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform rod control system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform rod position indication system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Steam Generator Water Level Control (SGWLC) cabinet preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Steam Generator Water Level Control (SGWLC) system detector preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Repair Air Particulate Detectors (APD)		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E5	CORE	Troubleshoot Air Particulate Detectors (APD)		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot hydraulic mechanical indicators		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot nuclear instrumentation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant control systems		
			Troubleshooting	*Inductive Reasonin*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant detectors		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

E5	CORE	Troubleshoot primary plant instrumentation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot pump noise monitor systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot reactor protection systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot rod control systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot rod position indication systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot Steam Generator Water Level Control (SGWLC) systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

RADIOLOGICAL CONTROL

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct radiological controlled area surveys		
			Operation and Control	*Deductive Reasoning*
			Quality Control Analysis	*Selective Attention*
E4	CORE	Conduct radiological surveys during primary valve operations		
			Operation and Control	*Deductive Reasoning*
			Quality Control Analysis	*Selective Attention*
E4	CORE	Control access to radiological controlled areas		
			Social Perceptiveness	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Disestablish radiological controlled areas		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Establish radiological controlled areas		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Issue self-indicating pocket dosimeters		
			Management of Material Resources	*Finger Dexterity*
			Operation Monitoring	*Written Expression*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Analyze Air Particulate Detector (APD) indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze nuclear instrumentation indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze primary plant control system parameters		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze primary plant instrumentation indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E5	CORE	Analyze reactor plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*

E4	CORE	Analyze rod control parameters		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze shutdown electric plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze shutdown reactor plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Classify primary valves		
			Reading Comprehension	*Written Comprehension*
			Systems Analysis	*Written Expression*
E4	CORE	Combat reactor plant casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Conduct control rod transfer operations		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Written Comprehension*
E4	CORE	Conduct evolutions on systems that could cause overboard discharge		
			Systems Analysis	*Problem Sensitivity*
			Operation and Control	*Written Comprehension*
E4	CORE	Monitor reactor plant operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E4	CORE	Operate alarm and indicating systems		
			Operation and Control	*Hearing Sensitivity*
			Operation Monitoring	*Near Vision*
E4	CORE	Operate coolant charging systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate coolant purification systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate discharge boundary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate electric plants		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate main steam systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate nuclear instrumentation systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate primary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate reactor plants		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate rod control systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*

E4	CORE	Operate steam generating systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform infrequent nuclear instrumentation operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform infrequent primary plant instrumentation system operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor plant startups and shutdowns		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor plant valve lineups		
			Coordination	*Arm-Hand Steadiness*
			Quality Control Analysis	*Control Precision*
E4	CORE	Perform salinity indicating systems during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during casualty operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during infrequent operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of reactor plants during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform temperature monitoring systems during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Place primary plant detectors in service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Place Steam Generator Water Level Control (SGWLC) system detectors in service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Remove primary plant detectors from service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Remove Steam Generator Water Level Control (SGWLC) detectors from service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E5	CORE	Verify conditions established for prevention of inadvertent discharges		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Verify primary valve positions		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*

SHIPBOARD OPERATIONS AND SAFETY

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Operate Interior Communications (IC) equipment		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*

E4	CORE	Rig compartments for emergency inport operations		
			Operation and Control	*Reaction Time*
			Operation Monitoring	*Problem Sensitivity*
E4	CORE	Rig compartments for normal inport operations		
			Operation and Control	*Written Comprehension*
			Operation Monitoring	*Problem Sensitivity*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Maintain radiological controlled area records		
			Reading Comprehension	*Written Expression*
			Writing	*Written Comprehension*
E4	CORE	Perform reactor plant component tag outs		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform remote operability checklists		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Perform sound silencing surveys		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Safeguard Naval Nuclear Propulsion Information (NNPI)		
			Management of Material Resources	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*

Job Title **Job Code**

Submarine Reactor Controls Supervisor 003787

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	5100-8011.00	SUB REACTOR CONTROLS SUP	SS RC SUP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	J	3363

Job Description

Submarine Reactor Controls Supervisors perform advanced reactor controls operations and apply advanced level maintenance practices to reactor monitoring and control equipment. They supervise operations, maintenance, and training for personnel assigned to the Reactor Controls Division. review correspondence and perform audits of Reactor Controls Division programs. Supervisors perform the critical work functions required to move naval tactical forces, repair/maintain equipment, train forces and personnel, and perform consequence management. Supervisors work with little supervision and serve as mentors to operators.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Power Reactor Operators	Production
110	11	51-8011.00	51

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E6	CORE	Monitor nuclear instrumentation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor primary plant instrumentation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor rod control system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor Steam Generator Water Level Control (SGWLC) system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Repair hydraulic mechanical indicators		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair nuclear instrumentation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair primary plant control systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair primary plant instrumentation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair pump noise monitor systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair reactor protection systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair rod control systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair rod position indication systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*

E6	CORE	Repair Steam Generator Water Level Control (SGWLC) systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Supervise reactor controls division maintenance operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Manage performance data collection operations		
			Operations Analysis	*Number Facility*
			Reading Comprehension	*Written Comprehension*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Conduct training on remote operability		
			Instructing	*Oral Expression*
			Speaking	*Written Expression*

Job Title **Job Code**

Surface Reactor Controls Supervisor 003788

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Life, Physical, and Social Science	1900-4051.01	SUR REACTOR CONTROLS SUP	SW RC SUP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	J	3393

Job Description

Surface Reactor Controls Supervisors perform advanced reactor controls operations and apply advanced level maintenance practices to reactor monitoring and control equipment. They supervise operations, maintenance, and training for personnel assigned to the Reactor Controls Division. review correspondence and perform audits of Reactor Controls Division programs. Supervisors perform the critical work functions required to move naval tactical forces, repair/maintain equipment, train forces and personnel, and perform consequence management. Supervisors work with little supervision and serve as mentors to operators.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Equipment Operation Technicians	Life, Physical, and Social Science
110	11	19-4051.01	19

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E6	CORE	Monitor automatic reactor fill initiation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor calorimetric calibration instrument maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor nuclear instrumentation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor primary plant instrumentation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor rod control system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor Steam Generator Water Level Control (SGWLC) system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Repair automatic reactor fill initiation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair calorimetric calibration instruments		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair continuous chemical injection systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair hydraulic mechanical indicators		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair nuclear instrumentation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair primary plant control systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*

E6	CORE	Repair primary plant instrumentation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair pump noise monitor systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair reactor protection systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair rod control systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair rod position indication systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair Steam Generator Water Level Control (SGWLC) systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Supervise reactor controls division maintenance operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*
E6	CORE	Troubleshoot automatic reactor fill initiation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E6	CORE	Troubleshoot calorimetric calibration instruments		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Manage performance data collection operations		
			Operations Analysis	*Number Facility*
			Reading Comprehension	*Written Comprehension*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E7	CORE	Coordinate department maintenance schedules		
			Management of Personnel	*Oral Expression*
			Quality Control Analysis	*Speech Clarity*

Job Title **Job Code**

Submarine Reactor Controls Manager 003795

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	5100-1011.00	SUB REACTOR CONTROLS MGR	SS RC MGR

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	M	E7 and Above 3359, 3363

Job Description

Submarine Reactor Controls Managers manage operations, maintenance, and training for personnel assigned to reactor controls division and/or engineering department. They review divisional and/or departmental correspondence and perform audits of divisional and/or departmental programs and training. They perform the critical work functions required to train forces and personnel, repair and maintain equipment, move naval tactical forces, performing consequence management.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	First-line Supervisors/Managers of Production and Operating Workers	Production
110	11	51-1011.00	51

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Coordinate equipment modifications		
			Installation	*Visualization*
			Coordination	*Deductive Reasoning*
E7	CORE	Coordinate Reactor Controls (RC) division testing procedures		
			Quality Control Analysis	*Inductive Reasoning*
			Reading Comprehension	*Written Comprehension*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Supervise casualty reactor plant operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*
E7	CORE	Supervise infrequent reactor plant operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Audit engineering department records		
			Operations Analysis	*Written Comprehension*
			Quality Control Analysis	*Written Expression*
E7	CORE	Audit Reactor Controls (RC) division records		
			Operations Analysis	*Written Comprehension*
			Quality Control Analysis	*Written Expression*
E7	CORE	Coordinate department maintenance schedules		
			Management of Personnel	*Oral Expression*
			Quality Control Analysis	*Speech Clarity*
E7	CORE	Coordinate Reactor Control (RC) audit and surveillance programs		
			Quality Control Analysis	*Inductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E7	CORE	Supervise Quality Assurance (QA) testing procedures		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

Job Title **Job Code**

Surface Reactor Controls Manager 003796

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Architecture and Engineering	1700-2161.00	SUR REACTOR CONTROLS MGR	SW RC MGR

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	M	E7 and Above 3393

Job Description

Surface Reactor Controls Managers manages operations, maintenance, and training for personnel assigned to reactor controls division and/or reactor department. Reviews divisional and/or departmental correspondence and performs audits of divisional and/or departmental programs and training. This job performs the critical work functions of train forces and personnel, repair/maintain equipment, move naval tactical forces, and perform consequence management.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Engineers	Architecture and Engineering
110	11	17-2161.00	17

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Coordinate equipment modifications		
			Installation	*Visualization*
			Coordination	*Deductive Reasoning*
E7	CORE	Coordinate Reactor Controls (RC) division testing procedures		
			Quality Control Analysis	*Inductive Reasoning*
			Reading Comprehension	*Written Comprehension*

RADIOLOGICAL CONTROL

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Check discharge boundary valves prior to surface maintenance or evolutions		
			Equipment Maintenance	*Manual Dexterity*
			Quality Control Analysis	*Written Comprehension*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Supervise casualty electrical distribution operations on surface ships		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*
E7	CORE	Supervise casualty reactor plant operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*
E7	CORE	Supervise infrequent reactor plant operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Audit engineering department records		
			Operations Analysis	*Written Comprehension*
			Quality Control Analysis	*Written Expression*
E7	CORE	Audit Reactor Controls (RC) division records		
			Operations Analysis	*Written Comprehension*
			Quality Control Analysis	*Written Expression*
E6	CORE	Conduct training on remote operability		
			Instructing	*Oral Expression*
			Speaking	*Written Expression*

E7	CORE	Coordinate Reactor Control (RC) audit and surveillance programs		
			Quality Control Analysis	*Inductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E7	CORE	Supervise Quality Assurance (QA) testing procedures		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

E4	CORE	Clean mini-combined units		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean pressure sensing devices		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean ship's entertainment systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean synchro repeater systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E5	CORE	Clean Tank Level Indicator (TLI) systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean temperature monitoring systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean valve control systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean valve position indicating systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean ventilation airflow indication systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Inspect aldis lamps		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect mast position indication systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect ship's entertainment systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Inspect Tank Level Indicator (TLI) systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect temperature monitoring systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect valve control systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect valve position indicating systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect ventilation airflow indication systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Lubricate synchro repeater system components		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Control Precision*
E4	CORE	Lubricate valve control system components		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Control Precision*
E4	CORE	Operate aldis lamps		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate Central Atmosphere Monitoring System (CAMS) equipment		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate internal frequency standards		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate valve control systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*

E4	CORE	Test ship's entertainment systems		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E5	CORE	Troubleshoot aldis lamps		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*

INFORMATION SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Clean Information System (IS) components		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Inventory Local Area Network (LAN) hardware		
			Management of Material Resources	*Problem Sensitivity*
			Mathematics	*Written Comprehension*
E4	CORE	Operate backup software		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate Government Off-The-Shelf (GOTS) software		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Optimize Local Area Network (LAN) traffic		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Information Ordering*

MISCELLANEOUS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Clean cathodic protection (Zincs)		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E6	CORE	Decode signals using Allied Tactical Publications (ATP)		
			Critical Thinking	*Mathematical Reasoning*
			Systems Analysis	*Problem Sensitivity*
E6	CORE	Encode signals using Allied Tactical Publications (ATP)		
			Critical Thinking	*Mathematical Reasoning*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Hoist flags, pennants, and day shapes		
			Critical Thinking	*Manual Dexterity*
			Equipment Selection	*Speed of Limb Movement*
E4	CORE	Inspect cathodic protection (Zincs)		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Maintain chronometers		
			Management of Material Resources	*Information Ordering*
			Reading Comprehension	*Written Expression*
E5	CORE	Maintain entertainment media inventories		
			Management of Material Resources	*Information Ordering*
			Reading Comprehension	*Written Expression*
E4	CORE	Operate Night Vision Devices (NVD)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Render honors		
			Critical Thinking	*Response Orientation*
			Judgment and Decision Making	*Speech Recognition*
E4	CORE	Replace cathodic protection (Zincs)		
			Equipment Maintenance	*Static Strength*
			Installation	*Stamina*
E4	CORE	Rig bridge for dive		
			Equipment Selection	*Selective Attention*
			Critical Thinking	*Written Comprehension*
E4	CORE	Rig bridge for in port		
			Equipment Selection	*Selective Attention*
			Critical Thinking	*Written Comprehension*
E4	CORE	Rig bridge for surface		
			Equipment Selection	*Selective Attention*
			Critical Thinking	*Written Comprehension*

E4	CORE	Supervise colors		
			Management of Personnel Resources	*Information Ordering*
			Coordination	*Time Sharing*

NAVIGATION AND PILOTING

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Advise Officer of the Deck (OOD) of chain scope required for anchoring		
			Critical Thinking	*Oral Expression*
			Mathematics	*Speech Clarity*
E5	CORE	Advise Officer of the Deck (OOD) of ocean depth and bottom while anchoring		
			Speaking	*Oral Expression*
			Mathematics	*Speech Clarity*
E5	CORE	Advise Officer of the Deck (OOD) on the Rules of the Road		
			Speaking	*Oral Expression*
			Learning Strategies	*Speech Clarity*
E4	CORE	Calculate position relative to Plan of Intended Movement (PIM)		
			Mathematics	*Deductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E4	CORE	Calculate set and drift		
			Mathematics	*Deductive Reasoning*
			Science	*Mathematical Reasoning*
E5	CORE	Calculate tide effects on ship's movements		
			Science	*Inductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E5	CORE	Calculate wind effects on ship's movements		
			Science	*Inductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E4	CORE	Compare fathometer readings with charts		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Written Comprehension*
E4	CORE	Compare gyrocompass and inertial headings		
			Quality Control Analysis	*Mathematical Reasoning*
			Mathematics	*Written Comprehension*
E4	CORE	Compute advance and transfer		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Problem Sensitivity*
E4	CORE	Compute azimuths to the sun		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Problem Sensitivity*
E4	CORE	Compute course and speed made good		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Problem Sensitivity*
E4	CORE	Compute current direction and speed		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Problem Sensitivity*
E6	CORE	Compute position uncertainty using fix expansion method		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Problem Sensitivity*
E6	CORE	Compute radar repeater bearings and range errors		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Problem Sensitivity*
E5	CORE	Conduct strike group operations		
			Complex Problem Solving	*Deductive Reasoning*
			Judgment and Decision Making	*Written Comprehension*
E4	CORE	Convert between relative bearings and true bearings		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Number Facility*
E4	CORE	Correlate observed celestial data with air almanacs		
			Critical Thinking	*Mathematical Reasoning*
			Mathematics	*Information Ordering*
E4	CORE	Correlate speed, time, and distance		
			Critical Thinking	*Mathematical Reasoning*
			Mathematics	*Information Ordering*
E4	CORE	Determine gyrocompass error		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Written Comprehension*

E5	CORE	Determine latitude and longitude from plotted positions on nautical charts		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Written Comprehension*
E5	CORE	Evaluate radar information		
			Systems Evaluation	*Selective Attention*
			Operation Monitoring	*Inductive Reasoning*
E6	CORE	Extract navigation information from Operation Orders (OPORDS)		
			Reading Comprehension	*Written Comprehension*
			Active Learning	*Memorization*
E4	CORE	Fix ship's position using a running fix		
			Mathematics	*Number Facility*
			Critical Thinking	*Mathematical Reasoning*
E4	CORE	Fix ship's position using bearing and range to a single point		
			Mathematics	*Number Facility*
			Critical Thinking	*Mathematical Reasoning*
E5	CORE	Fix ship's position using latitude and longitude		
			Mathematics	*Number Facility*
			Critical Thinking	*Mathematical Reasoning*
E4	CORE	Fix ship's position using multiple soundings		
			Mathematics	*Number Facility*
			Critical Thinking	*Mathematical Reasoning*
E5	CORE	Fix ship's position using radar range arcs		
			Mathematics	*Number Facility*
			Critical Thinking	*Mathematical Reasoning*
E5	CORE	Fix ship's position using visual bearing lines		
			Mathematics	*Number Facility*
			Critical Thinking	*Mathematical Reasoning*
E5	CORE	Identify allied flags and pennants		
			Critical Thinking	*Far Vision*
			Judgment and Decision Making	*Visual Color Discrimination*
E4	CORE	Identify day markers		
			Critical Thinking	*Far Vision*
			Judgment and Decision Making	*Visual Color Discrimination*
E4	CORE	Identify distress signals		
			Critical Thinking	*Far Vision*
			Judgment and Decision Making	*Visual Color Discrimination*
E4	CORE	Identify National Ensign and Union Jack displays		
			Critical Thinking	*Far Vision*
			Judgment and Decision Making	*Visual Color Discrimination*
E4	CORE	Identify navigational day shape displays		
			Critical Thinking	*Far Vision*
			Judgment and Decision Making	*Visual Color Discrimination*
E4	CORE	Identify navigational light displays		
			Critical Thinking	*Far Vision*
			Judgment and Decision Making	*Visual Color Discrimination*
E4	CORE	Identify range markers		
			Critical Thinking	*Far Vision*
			Judgment and Decision Making	*Visual Color Discrimination*
E4	CORE	Identify reduced visibility situations		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Problem Sensitivity*
E4	CORE	Identify signal flags and pennant displays		
			Critical Thinking	*Far Vision*
			Judgment and Decision Making	*Visual Color Discrimination*
E4	CORE	Identify visual storm warning signals		
			Critical Thinking	*Far Vision*
			Judgment and Decision Making	*Visual Color Discrimination*
E4	CORE	Interpret bell signals		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Auditory Attention*
E4	CORE	Interpret cloud formations and heights		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Far Vision*
E4	CORE	Interpret gong signals		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Auditory Attention*
E4	CORE	Interpret whistle signals		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Auditory Attention*

E6	CORE	Recommend paths for storm evasion		
			Critical Thinking	*Oral Expression*
			Judgment and Decision Making	*Perceptual Speed*
E4	CORE	Monitor harbor common circuits		
			Active Listening	*Auditory Attention*
			Management of Material Resources	*Information Ordering*
E5	CORE	Obtain celestial data by marine sextant		
			Mathematics	*Far Vision*
			Management of Material Resources	*Information Ordering*
E4	CORE	Obtain celestial data from periscope		
			Mathematics	*Far Vision*
			Management of Material Resources	*Information Ordering*
E4	CORE	Obtain visual bearings using a periscope		
			Mathematics	*Far Vision*
			Management of Material Resources	*Information Ordering*
E4	CORE	Obtain visual bearings using an alidade		
			Mathematics	*Far Vision*
			Management of Material Resources	*Information Ordering*
E4	CORE	Operate navigation lights		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate Very High Frequency (VHF) equipment while on surface		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Plot locations and probable paths of storm centers		
			Critical Thinking	*Written Expression*
			Science	*Mathematical Reasoning*
E4	CORE	Plot ship's position during navigation details		
			Critical Thinking	*Written Expression*
			Mathematics	*Mathematical Reasoning*
E5	CORE	Plot ship's position during open ocean navigation		
			Critical Thinking	*Written Expression*
			Mathematics	*Mathematical Reasoning*
E4	CORE	Plot weather message information		
			Critical Thinking	*Written Expression*
			Mathematics	*Mathematical Reasoning*
E4	CORE	Predict ship's future positions		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Information Ordering*
E4	CORE	Recommend courses for man overboard recoveries		
			Complex Problem Solving	*Deductive Reasoning*
			Speaking	*Information Ordering*
E4	CORE	Recommend courses for precision anchoring		
			Complex Problem Solving	*Deductive Reasoning*
			Speaking	*Information Ordering*
E4	CORE	Set up parallel motion protractors		
			Complex Problem Solving	*Finger Dexterity*
			Equipment Maintenance	*Near Vision*
E4	CORE	Sight and report visual contacts		
			Complex Problem Solving	*Visual Color Discrimination*
			Speaking	*Oral Expression*
E4	CORE	Sound danger signals		
			Equipment Selection	*Rate Control*
			Critical Thinking	*Finger Dexterity*
E4	CORE	Sound ship's bells and gongs		
			Equipment Selection	*Rate Control*
			Critical Thinking	*Finger Dexterity*
E4	CORE	Sound ship's whistles		
			Equipment Selection	*Rate Control*
			Critical Thinking	*Finger Dexterity*

POWER GENERATION AND DISTRIBUTION SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Adjust Motor Generators (MG)		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust voltage regulators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*

E4	CORE	Align Action Cutout (ACO) switchboards		
			Equipment Maintenance	*Manual Dexterity*
			Operation and Control	*Rate Control*
E4	CORE	Align Interior Communications (IC) switchboards		
			Equipment Maintenance	*Manual Dexterity*
			Operation and Control	*Rate Control*
E4	CORE	Band cables		
			Repairing	*Manual Dexterity*
			Equipment Maintenance	*Visualization*
E4	CORE	Clean Action Cutout (ACO) switchboards		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean cables		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean Interior Communications (IC) switchboards		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean power supplies		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E5	CORE	Clean transformers		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E5	CORE	Clean voltage regulators		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E5	CORE	Inspect voltage regulators		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Operate Action Cutout (ACO) switchboards		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate Automatic Bus Transfers (ABT)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate Interior Communications (IC) switchboards		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate Manual Bus Transfers (MBT)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate Motor Generators (MG)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*

SHIP CONTROL SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Clean Ballast Control Panels (BCP)		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean depth sensing systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean Ship's Control Panels (SCP)		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean ship's control systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Operate depth sensing systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Operate Ship's Control Panels (SCP)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate ship's control systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*

STRATEGIC WEAPONS SUPPORT SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Clean hovering systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Clean missile compensation systems		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Inspect missile compensation systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*

Job Title

Submarine Navigation Technician

Job Code

001187

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	4900-2093.00	SUBMARINE NAVIGATION TEC	SSNAV TEC

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(V)	A/J	NECs may include 14GM, 14NM, 14NO, 14NP, 14TK, 14XO, and 14XM

Job Description

Submarine Navigation Technicians maintain, troubleshoot, and repair electronic equipment used for detection, tracking, recognition, and identification of maritime vessels. They operate and maintain radar systems, interior communications circuits, Voyage Management Systems (VMS), alarm systems, ship's control stations, entertainment systems, gyrocompasses, Central Atmosphere Monitoring Systems (CAMS), liquid level detection and tank level indication circuits, flowmeters, pressure and temperature sensing circuits, valve position indicators, hovering systems, and missile compensation systems. They read and interpret schematics and block diagrams; apply general working knowledge of electricity and electronics to repair electrical/electronic cables and connectors; localize malfunctions and repair or replace faulty parts or subassemblies; align, adjust, calibrate, and perform corrective maintenance on navigation equipment; supervise navigation division maintenance, draft naval messages, develop navigation divisional watch bills, maintain navigation division records. Submarine Navigation Technicians work independent and train Submarine Navigation Operators.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Navigation, Communication, and Countermeasure, N.E.C	110200	Electrical and Electronics Installers and Repairers, Transportation Equipment	Installation, Maintenance, and Repair
110	11	49-2093.00	49

ADMINISTRATION

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Analyze schematic diagrams		
			Reading Comprehension	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Analyze wiring diagrams		
			Reading Comprehension	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Collect navigation equipment performance data		
			Quality Control Analysis	*Number Facility*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Conduct navigation pre-underway checks		
			Complex Problem Solving	*Problem Sensitivity*
			Critical Thinking	*Written Comprehension*
E5	CORE	Conduct Strategic Weapons System (SWS) strategic navigation subsystem advanced operations		
			Operation and Control	*Deductive Reasoning*
			Equipment Maintenance	*Problem Sensitivity*
E5	CORE	Create Quality Assurance (QA) packages		
			Quality Control Analysis	*Oral Expression*
			Reading Comprehension	*Originality*
E4	CORE	Draw schematic diagrams		
			Technology Design	*Manual Dexterity*
			Operation and Control	*Information Ordering*
E5	CORE	Draw wiring diagrams		
			Technology Design	*Manual Dexterity*
			Operation and Control	*Information Ordering*
E4	CORE	Interpret blueprints		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Written Comprehension*
E5	CORE	Interpret information books		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Written Comprehension*
E4	CORE	Interpret schematic diagrams		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Written Comprehension*
E5	CORE	Maintain Strategic Weapons System (SWS) data packages		
			Management of Material Resources	*Information Ordering*
			Reading Comprehension	*Written Expression*

E4	CORE	Maintain Strategic Weapons System (SWS) logs		
			Management of Material Resources	*Information Ordering*
			Reading Comprehension	*Written Expression*
E5	CORE	Prepare navigation records for shipment		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*
E5	CORE	Prepare Trouble and Failure Reports (TFR)		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*
E4	CORE	Review Hazardous Material (HAZMAT) Users Guides (HMUG)		
			Reading Comprehension	*Written Comprehension*
			Critical Thinking	*Problem Sensitivity*
E6	CORE	Review blueprints for accuracy		
			Reading Comprehension	*Written Comprehension*
			Quality Control Analysis	*Problem Sensitivity*
E6	CORE	Review systems diagram for accuracy		
			Reading Comprehension	*Written Comprehension*
			Quality Control Analysis	*Problem Sensitivity*

CHART PREPARATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Prepare ship's Plan of Intended Movement (PIM)		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*

COMMUNICATIONS AND ALARM SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Adjust alarm switchboards		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust amplified communication systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust central amplifier systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E4	CORE	Adjust loudspeakers		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Clean pressure alarm sensing devices		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Cross-connect sound-powered telephone circuits		
			Systems Analysis	*Information Ordering*
			Equipment Maintenance	*Problem Sensitivity*
E4	CORE	Inspect alarm switchboards		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect amplified communication systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect central amplifier systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect intercommunicating stations		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect liquid level alarm sensing devices		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect loudspeakers		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect microphone control stations		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*

E5	CORE	Inspect pressure alarm sensing devices		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect security alarm sensing devices		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect shore telephone systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect sound-powered telephone systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect temperature alarm sensing devices		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Install Portable Ship Control Units (PSCU)		
			Installation	*Manual Dexterity*
			Equipment Selection	*Finger Dexterity*
E4	CORE	Isolate sound-powered telephone circuits		
			Troubleshooting	*Problem Sensitivity*
			Complex Problem Solving	*Information Ordering*
E4	CORE	Program shore telephone systems		
			Operation and Control	*Finger Dexterity*
			Management of Material Resources	*Written Comprehension*
E5	CORE	Remove Portable Ship Control Units (PSCU)		
			Installation	*Manual Dexterity*
			Equipment Maintenance	*Spatial Orientation*
E5	CORE	Repair alarm switchboards		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair amplified communication systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair central amplifier systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair intercommunicating stations		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair liquid level alarm sensing devices		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair loudspeakers		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair microphone control stations		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair Portable Ship Control Units (PSCU)		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair pressure alarm sensing devices		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair security alarm sensing devices		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair shore telephone systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair sound-powered telephone systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair temperature alarm sensing devices		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Replace intercommunicating station components		
			Equipment Maintenance	*Control Precision*
			Installation	*Problem Sensitivity*

E4	CORE	Replace loudspeaker components		
			Equipment Maintenance	*Control Precision*
			Installation	*Problem Sensitivity*
E4	CORE	Replace microphone control station components		
			Equipment Maintenance	*Control Precision*
			Installation	*Problem Sensitivity*
E4	CORE	Test alarm switchboards		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E4	CORE	Test central amplifier systems		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E4	CORE	Test intercommunicating stations		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E4	CORE	Test liquid level alarm sensing devices		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E4	CORE	Test loudspeakers		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E4	CORE	Test microphone control stations		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E5	CORE	Test pressure alarm sensing devices		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E4	CORE	Test security alarm sensing devices		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E5	CORE	Test temperature alarm sensing devices		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E5	CORE	Troubleshoot alarm switchboards		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot amplified communication systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot central amplifier systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot intercommunicating stations		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot liquid level alarm sensing devices		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot loudspeakers		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot microphone control stations		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot Portable Ship Control Units (PSCU)		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot pressure alarm sensing devices		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot security alarm sensing devices		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot shore telephone systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot sound-powered telephone systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*

E5	CORE	Troubleshoot temperature alarm-sensing devices		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Un-rig shore telephone lines		
			Equipment Maintenance	*Finger Dexterity*
			Installation	*Manual Dexterity*

ELECTRONIC NAVIGATION SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Adjust navigation sonar systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust radar systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust synchro signal amplifiers		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E4	CORE	Calibrate gyrocompass systems		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E5	CORE	Calibrate inertial navigation systems		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E4	CORE	Calibrate rodmeters		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E5	CORE	Calibrate speed and distance transmitters		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E4	CORE	Un-rig portable commercial radar equipment		
			Installation	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E5	CORE	Enter navigation and voyage plans into the Voyage Management System (VMS)		
			Critical Thinking	*Information Ordering*
			Operation and Control	*Near Vision*
E5	CORE	Evaluate inertial navigation systems performance		
			Systems Evaluation	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E4	CORE	Inspect dummy log circuits		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect Global Positioning Systems (GPS)		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect gyrocompass systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect inertial navigation systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect navigation sonar systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect radar systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect rodmeters		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Inspect speed and distance transmitters		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect synchro signal amplifiers		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect Voyage Management Systems (VMS)		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*

E5	CORE	Interpret inertial navigation system data		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E5	CORE	Interpret radar displays		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Perceptual Speed*
E4	CORE	Lubricate synchro signal amplifier components		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Control Precision*
E4	CORE	Operate inertial navigation systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate radar systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Repair dummy log circuits		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair Global Positioning Systems (GPS)		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair gyrocompass systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair inertial navigation systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair navigation sonar systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair radar systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair rodmeters		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair speed and distance transmitters		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair synchro signal amplifiers		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair Voyage Management Systems (VMS)		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Rig portable commercial radar equipment		
			Equipment Selection	*Selective Attention*
			Critical Thinking	*Written Comprehension*
E5	CORE	Troubleshoot dummy log circuits		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot Global Positioning Systems (GPS)		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot gyrocompass systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot inertial navigation systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot navigation sonar systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot radar systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot rodmeters		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*

E5	CORE	Troubleshoot speed and distance transmitters		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot synchro signal amplifiers		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot Voyage Management Systems (VMS)		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*

GENERAL ELECTRICAL SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Adjust Central Atmosphere Monitoring System (CAMS) equipment		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust chill water indicating systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust data transmission systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust internal frequency standards		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust mast position indication systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust ship's entertainment systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E4	CORE	Adjust synchro repeater systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E4	CORE	Adjust valve control systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E4	CORE	Adjust valve position indicating systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust ventilation airflow indication systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Calibrate pressure sensing devices		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E5	CORE	Calibrate temperature monitoring systems		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E4	CORE	Clean pressure sensing devices		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Problem Sensitivity*
E4	CORE	Inspect Central Atmosphere Monitoring System (CAMS) equipment		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect chill water indicating systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect data transmission systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Inspect flowmeter systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect internal frequency standards		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*

E4	CORE	Inspect mast position indication systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect mini-combined units		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect pressure sensing devices		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect synchro repeater systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Inspect Tank Level Indicator (TLI) systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect temperature monitoring systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect valve control systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect valve position indicating systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect ventilation airflow indication systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Operate valve control systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Repair aldis lamps		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair Central Atmosphere Monitoring System (CAMS) equipment		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair chill water indicating systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair data transmission systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair flowmeter systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair internal frequency standards		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair mast position indication systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair mini-combined units		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair pressure sensing devices		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair ship's entertainment systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair synchro repeater systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair Tank Level Indicator (TLI) systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair temperature monitoring systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*

E4	CORE	Repair valve control systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair valve position indicating systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair ventilation airflow indication systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Replace Central Atmosphere Monitoring System (CAMS) equipment components		
			Equipment Maintenance	*Control Precision*
			Installation	*Problem Sensitivity*
E4	CORE	Replace navigation lights		
			Equipment Maintenance	*Control Precision*
			Installation	*Problem Sensitivity*
E4	CORE	Test ship's entertainment systems		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E5	CORE	Troubleshoot aldis lamps		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot Central Atmosphere Monitoring System (CAMS) equipment		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot chill water indicating systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot data transmission systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot flow meter systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot internal frequency standards		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot mast position indication systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot mini-combined units		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot pressure sensing devices		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot ship's entertainment systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot synchro repeater systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot Tank Level Indicator (TLI) systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot temperature monitoring systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot valve control systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot valve position indicating systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot ventilation airflow indication systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*

INFORMATION SYSTEMS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Configure applications software		
			Programming	*Category Flexibility*
			Systems Analysis	*Deductive Reasoning*
E5	CORE	Configure file system security		
			Programming	*Category Flexibility*
			Systems Analysis	*Deductive Reasoning*
E5	CORE	Configure Information System (IS) servers		
			Programming	*Category Flexibility*
			Systems Analysis	*Deductive Reasoning*
E5	CORE	Configure network security tools		
			Programming	*Category Flexibility*
			Systems Analysis	*Deductive Reasoning*
E5	CORE	Configure workstation software		
			Programming	*Category Flexibility*
			Systems Analysis	*Deductive Reasoning*
E5	CORE	Establish Information System (IS) off-hull connectivity		
			Programming	*Problem Sensitivity*
			Quality Control Analysis	*Response Orientation*
E5	CORE	Groom Information Systems (IS)		
			Equipment Maintenance	*Problem Sensitivity*
			Technology Design	*Number Facility*
E5	CORE	Inspect Information System (IS) components		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Install computer components		
			Installation	*Manual Dexterity*
			Equipment Selection	*Finger Dexterity*
E5	CORE	Install network components		
			Installation	*Manual Dexterity*
			Equipment Selection	*Finger Dexterity*
E5	CORE	Interpret client software		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Written Comprehension*
E4	CORE	Load Government Off-The-Shelf (GOTS) server software		
			Installation	*Information Ordering*
			Equipment Maintenance	*Deductive Reasoning*
E5	CORE	Maintain Information System (IS) records		
			Management of Material Resources	*Information Ordering*
			Reading Comprehension	*Written Expression*
E5	CORE	Optimize Local Area Network (LAN) traffic		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Information Ordering*
E5	CORE	Repair Information Systems (IS)		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Restore Information Systems (IS) using disaster recovery procedures		
			Operations Analysis	*Information Ordering*
			Complex Problem Solving	*Written Comprehension*
E6	CORE	Review operating system safeguards		
			Reading Comprehension	*Written Comprehension*
			Critical Thinking	*Problem Sensitivity*
E5	CORE	Safeguard operating systems		
			Management of Material Resources	*Perceptual Speed*
			Critical Thinking	*Number Facility*
E4	CORE	Test computer systems		
			Quality Control Analysis	*Deductive Reasoning*
			Monitoring	*Information Ordering*
E5	CORE	Troubleshoot Information Systems (IS)		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Update client and server relational databases		
			Installation	*Written Comprehension*
			Operation and Control	*Information Ordering*

MISCELLANEOUS

Paygrade	Task Type	Task Statements	Skills	Abilities
E4	CORE	Conduct sound isolation surveys		
			Quality Control Analysis	*Inductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Rig bridge for dive		
			Equipment Selection	*Selective Attention*
			Critical Thinking	*Written Comprehension*
E4	CORE	Rig bridge for in port		
			Equipment Selection	*Selective Attention*
			Critical Thinking	*Written Comprehension*
E4	CORE	Rig bridge for surface		
			Equipment Selection	*Selective Attention*
			Critical Thinking	*Written Comprehension*

NAVIGATION AND PILOTING

Paygrade	Task Type	Task Statements	Skills	Abilities
E4	CORE	Correlate observed celestial data with air almanacs		
			Critical Thinking	*Mathematical Reasoning*
			Mathematics	*Information Ordering*

POWER GENERATION AND DISTRIBUTION SYSTEMS

Paygrade	Task Type	Task Statements	Skills	Abilities
E4	CORE	Adjust Motor Generators (MG)		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust power supplies		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust voltage regulators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E4	CORE	Align Action Cutout (ACO) switchboards		
			Equipment Maintenance	*Manual Dexterity*
			Operation and Control	*Rate Control*
E5	CORE	Calibrate switchboard meters		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E4	CORE	Inspect Action Cutout (ACO) switchboards		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect cables		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect Interior Communications (IC) switchboards		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Inspect power supplies		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Inspect transformers		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Inspect voltage regulators		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Operate Action Cutout (ACO) switchboards		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate Interior Communications (IC) switchboards		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Repair Action Cutout (ACO) switchboards		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*

E4	CORE	Repair cables		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair Interior Communications (IC) switchboards		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair power supplies		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair transformers		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair voltage regulators		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Troubleshoot Action Cutout (ACO) switchboards		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot cables		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot Interior Communications (IC) switchboards		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot power supplies		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot transformers		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot voltage regulators		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*

SHIP CONTROL SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Adjust Ballast Control Panels (BCP)		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust depth sensing systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust Ship's Control Panels (SCP)		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Adjust ship's control systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Calibrate depth sensing systems		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E4	CORE	Inspect Ballast Control Panels (BCP)		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect depth sensing systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect Ship's Control Panels (SCP)		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect ship's control systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Install depth sensing system components		
			Installation	*Manual Dexterity*
			Equipment Selection	*Finger Dexterity*
E5	CORE	Operate Ballast Control Panels (BCP)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*

E5	CORE	Operate Ship's Control Panels (SCP)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Operate ship's control systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Remove depth sensing system components		
			Installation	*Manual Dexterity*
			Equipment Maintenance	*Spatial Orientation*
E5	CORE	Repair Ballast Control Panels (BCP)		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair depth sensing systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E4	CORE	Repair ship's angle indicator systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair Ship's Control Panels (SCP)		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair ship's control systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Troubleshoot Ballast Control Panels (BCP)		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot depth sensing systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E4	CORE	Troubleshoot ship's angle indicator systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot Ship's Control Panels (SCP)		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot ship's control systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*

STRATEGIC WEAPONS SUPPORT SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Adjust hovering systems		
			Operation Monitoring	*Deductive Reasoning*
			Systems Analysis	*Manual Dexterity*
E5	CORE	Calibrate hovering systems		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E5	CORE	Calibrate missile compensation systems		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E4	CORE	Inspect hovering systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Inspect missile compensation systems		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Operate hovering systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Operate missile compensation systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Repair hovering systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*
E5	CORE	Repair missile compensation systems		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Problem Sensitivity*

E5	CORE	Troubleshoot hovering systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Troubleshoot missile compensation systems		
			Complex Problem Solving	*Problem Sensitivity*
			Troubleshooting	*Deductive Reasoning*

Job Title

Submarine Navigation Manager

Job Code

001192

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	4900-1011.00	SUBMARINE NAVIGATION MANAGER	SSNAV MGR

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NAV)	J/M	NECs may include 14GM, 14NM, 14NP, 14NV, 14TK, and 14XM

Job Description

Submarine Navigation Managers assess navigation division training, audit navigation division records, coordinate navigation division maintenance, and coordinate navigation division equipment modifications. They review naval correspondence, develop navigation watch bills, and develop shipboard navigation instructions. They prepare narrative reports of operations and exercises and evaluate piloting and modified piloting team performance. They monitor maintenance quality control, prepare weekly preventive maintenance schedules, review completed maintenance data forms, supervise the repair of electronic systems and subsystems, use accounting procedures to maintain control of inventories and work flow, estimate time and support required for repair of equipment. They provide technical and supervisory liaison between work centers, implement and administer maintenance and repair programs, and prepare quarterly preventive maintenance schedules. They oversee the inventory, updating, and correcting of navigation charts and publications; develop navigation plans and voyage plans based on assigned operational tasking; review navigation logs and records; and stand watch as Navigation Supervisor. They train and supervise the Submarine Navigation Operators and Submarine Navigation Technicians in the performance of their assigned tasks. They advise the Officer of the Deck (OOD), Navigator, and Commanding Officer regarding to the Rules of the Road, current operations, and navigation requirements. Submarine Navigation Managers are very senior Electronics Technicians with significant navigation experience.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Navigation, Communication, and Countermeasure, N.E.C	110200	First-Line Supervisors/Managers of Mechanics, Installers, and Repairers	Installation, Maintenance, and Repair
110	11	49-1011.00	49

ADMINISTRATION

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E6	CORE	Administer Preventive Maintenance Management Programs (PMMP)		
			Management of Personnel Resources	*Deductive Reasoning*
			Management of Material Resources	*Written Comprehension*
E7	CORE	Analyze navigation exercises		
			Quality Control Analysis	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Analyze schematic diagrams		
			Reading Comprehension	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E7	CORE	Analyze service logs		
			Active Learning	*Inductive Reasoning*
			Management of Material Resources	*Problem Sensitivity*
E5	CORE	Analyze wiring diagrams		
			Reading Comprehension	*Inductive Reasoning*
			Systems Analysis	*Problem Sensitivity*
E6	CORE	Audit Quality Assurance (QA) packages		
			Quality Control Analysis	*Information Ordering*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Audit quartermaster records		
			Quality Control Analysis	*Information Ordering*
			Reading Comprehension	*Written Comprehension*
E5	CORE	Collect navigation equipment performance data		
			Quality Control Analysis	*Number Facility*
			Systems Evaluation	*Problem Sensitivity*
E5	CORE	Conduct entering port checks		
			Complex Problem Solving	*Problem Sensitivity*
			Critical Thinking	*Written Comprehension*
E6	CORE	Conduct navigation team training		
			Instructing	*Oral Expression*
			Speaking	*Speech Clarity*
E5	CORE	Conduct Strategic Weapons System (SWS) strategic navigation subsystem advanced operations		
			Operation and Control	*Deductive Reasoning*
			Equipment Maintenance	*Problem Sensitivity*

E6	CORE	Coordinate Strategic Weapons System Maintenance Information Network (SWSMIN) programs		
			Programming	*Category Flexibility*
			Systems Analysis	*Deductive Reasoning*
E6	CORE	Deliver piloting and operations briefs		
			Speaking	*Oral Expression*
			Coordination	*Speech Clarity*
E5	CORE	Develop piloting and operations briefs		
			Management of Material Resources	*Originality*
			Management of Personnel Resources	*Visualization*
E6	CORE	Implement Hazardous Material (HAZMAT) waste disposal methods		
			Management of Material Resources	*Problem Sensitivity*
			Operation and Control	*Information Ordering*
E6	CORE	Inspect Hazardous Material (HAZMAT) storage areas		
			Equipment Maintenance	*Near Vision*
			Quality Control Analysis	*Problem Sensitivity*
E4	CORE	Interpret blueprints		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Written Comprehension*
E4	CORE	Interpret schematic diagrams		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Written Comprehension*
E7	CORE	Plan Strategic Weapons System (SWS) patrols		
			Critical Thinking	*Fluency of Ideas*
			Judgment and Decision Making	*Inductive Reasoning*
E7	CORE	Prepare Casualty Reports (CASREP)		
			Active Listening	*Information Ordering*
			Reading Comprehension	*Written Expression*
E6	CORE	Prepare local changes to Strategic Weapons System (SWS) documentation		
			Reading Comprehension	*Fluency of Ideas*
			Management of Material Resources	*Written Expression*
E6	CORE	Prepare Movement Reports (MOVREPS)		
			Reading Comprehension	*Fluency of Ideas*
			Complex Problem Solving	*Written Expression*
E7	CORE	Prepare narrative reports of operations and exercises		
			Reading Comprehension	*Fluency of Ideas*
			Complex Problem Solving	*Written Expression*
E7	CORE	Prepare navigation exercises		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*
E6	CORE	Prepare navigation messages		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*
E7	CORE	Prepare TDENT messages		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*
E7	CORE	Review Casualty Reports (CASREP)		
			Reading Comprehension	*Written Comprehension*
			Critical Thinking	*Problem Sensitivity*
E5	CORE	Review Hazardous Material (HAZMAT) inventories		
			Reading Comprehension	*Written Comprehension*
			Critical Thinking	*Problem Sensitivity*
E6	CORE	Review navigation logs		
			Reading Comprehension	*Written Comprehension*
			Quality Control Analysis	*Problem Sensitivity*
E6	CORE	Review position reports		
			Reading Comprehension	*Written Comprehension*
			Quality Control Analysis	*Problem Sensitivity*
E6	CORE	Review Quality Assurance (QA) packages		
			Reading Comprehension	*Written Comprehension*
			Quality Control Analysis	*Problem Sensitivity*
E6	CORE	Review Strategic Weapons System (SWS) logs		
			Reading Comprehension	*Written Comprehension*
			Quality Control Analysis	*Problem Sensitivity*
E6	CORE	Supervise navigation division maintenance programs		
			Management of Personnel Resources	*Information Ordering*
			Coordination	*Time Sharing*
E5	CORE	Supervise Quality Assurance (QA) testing procedures		
			Management of Personnel Resources	*Information Ordering*
			Coordination	*Time Sharing*

E6	CORE	Review blueprints for accuracy		
			Reading Comprehension	*Written Comprehension*
			Quality Control Analysis	*Problem Sensitivity*
E6	CORE	Review system diagrams for accuracy		
			Reading Comprehension	*Written Comprehension*
			Quality Control Analysis	*Problem Sensitivity*

CHART PREPARATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Calculate Estimated Time of Arrival (ETA)		
			Mathematics	*Deductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E5	CORE	Calculate red and yellow soundings		
			Mathematics	*Deductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E4	CORE	Calculate Speed Of Advance (SOA)		
			Mathematics	*Deductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E6	CORE	Determine chart allowances		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Written Comprehension*
E5	CORE	Determine danger areas		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Written Comprehension*
E5	CORE	Determine lines of demarcation		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Written Comprehension*
E6	CORE	Determine navigation publications allowances		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Written Comprehension*
E4	CORE	Determine shoal water		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Written Comprehension*
E5	CORE	Interpret chart information using sailing directions and fleet guides		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Written Comprehension*
E5	CORE	Plot danger bearings		
			Critical Thinking	*Written Expression*
			Mathematics	*Mathematical Reasoning*
E5	CORE	Plot danger ranges		
			Critical Thinking	*Written Expression*
			Mathematics	*Mathematical Reasoning*
E5	CORE	Plot maximum deviations from proposed tracks		
			Critical Thinking	*Written Expression*
			Mathematics	*Mathematical Reasoning*
E6	CORE	Plot moving havens		
			Critical Thinking	*Written Expression*
			Mathematics	*Mathematical Reasoning*
E5	CORE	Plot swing and drag circles		
			Critical Thinking	*Written Expression*
			Mathematics	*Mathematical Reasoning*
E5	CORE	Plot turn slide bars		
			Critical Thinking	*Written Expression*
			Mathematics	*Mathematical Reasoning*
E5	CORE	Prepare open ocean tracks		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*
E5	CORE	Prepare precision anchoring plans		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*
E5	CORE	Prepare restricted water tracks		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*
E4	CORE	Prepare ship's Plan of Intended Movement (PIM)		
			Reading Comprehension	*Written Expression*
			Complex Problem Solving	*Information Ordering*

E5	CORE	Recommend courses for navigating a measured mile		
			Complex Problem Solving	*Deductive Reasoning*
			Speaking	*Information Ordering*
E6	CORE	Review navigation chart preparations		
			Reading Comprehension	*Written Comprehension*
			Quality Control Analysis	*Problem Sensitivity*
E5	CORE	Select charts for proposed transits		
			Complex Problem Solving	*Written Comprehension*
			Equipment Selection	*Deductive Reasoning*

ELECTRONIC NAVIGATION SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Calibrate inertial navigation systems		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Perceptual Speed*
E5	CORE	Evaluate inertial navigation systems performance		
			Systems Evaluation	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E4	CORE	Operate Voyage Management Systems (VMS)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*

GENERAL ELECTRICAL SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Operate valve control systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*

INFORMATION SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Coordinate Information System (IS) equipment modifications		
			Programming	*Rate Control*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Implement Information System (IS) policies		
			Management of Material Resources	*Problem Sensitivity*
			Operation and Control	*Information Ordering*
E6	CORE	Review Local Area Network (LAN) hardware inventories		
			Reading Comprehension	*Written Comprehension*
			Critical Thinking	*Problem Sensitivity*
E6	CORE	Review operating system safeguards		
			Reading Comprehension	*Written Comprehension*
			Critical Thinking	*Problem Sensitivity*
E5	CORE	Safeguard operating systems		
			Management of Material Resources	*Perceptual Speed*
			Critical Thinking	*Number Facility*

MISCELLANEOUS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Render honors		
			Critical Thinking	*Response Orientation*
			Judgment and Decision Making	*Speech Recognition*
E4	CORE	Supervise colors ceremony		
			Management of Personnel Resources	*Information Ordering*
			Coordination	*Time Sharing*

NAVIGATION AND PILOTING

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Advise Officer of the Deck (OOD) of chain scope required for anchoring		
			Critical Thinking	*Oral Expression*
			Mathematics	*Speech Clarity*

E5	CORE	Advise Officer of the Deck (OOD) of ocean depth and bottom while anchoring		
			Speaking	*Oral Expression*
			Mathematics	*Speech Clarity*
E5	CORE	Advise the Officer of the Deck (OOD) on Rules of the Road		
			Speaking	*Oral Expression*
			Learning Strategies	*Speech Clarity*
E4	CORE	Calculate position relative to Plan of Intended Movement (PIM)		
			Mathematics	*Deductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E5	CORE	Calculate tide effects on ship's movements		
			Science	*Inductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E5	CORE	Calculate wind effects on ship's movements		
			Science	*Inductive Reasoning*
			Critical Thinking	*Mathematical Reasoning*
E4	CORE	Compare fathometer readings with charts		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Written Comprehension*
E4	CORE	Compare gyrocompass and inertial headings		
			Quality Control Analysis	*Mathematical Reasoning*
			Mathematics	*Written Comprehension*
E6	CORE	Compute position uncertainty using fix expansion method		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Problem Sensitivity*
E6	CORE	Compute radar repeater bearing and range errors		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Problem Sensitivity*
E5	CORE	Conduct strike group operations		
			Complex Problem Solving	*Deductive Reasoning*
			Judgment and Decision Making	*Written Comprehension*
E4	CORE	Convert between relative bearings and true bearings		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Number Facility*
E7	CORE	Evaluate navigation information		
			Systems Evaluation	*Selective Attention*
			Operation Monitoring	*Inductive Reasoning*
E6	CORE	Evaluate piloting team performance		
			Systems Evaluation	*Selective Attention*
			Monitoring	*Inductive Reasoning*
E5	CORE	Evaluate radar information		
			Systems Evaluation	*Selective Attention*
			Operation Monitoring	*Inductive Reasoning*
E6	CORE	Extract navigation information from Operation Orders (OPORDS)		
			Reading Comprehension	*Written Comprehension*
			Active Learning	*Memorization*
E4	CORE	Interpret cloud formations and heights		
			Complex Problem Solving	*Deductive Reasoning*
			Critical Thinking	*Far Vision*
E6	CORE	Recommend paths for storm evasion		
			Critical Thinking	*Oral Expression*
			Judgment and Decision Making	*Perceptual Speed*
E4	CORE	Monitor harbor common circuits		
			Active Listening	*Auditory Attention*
			Management of Material Resources	*Information Ordering*
E4	CORE	Obtain visual bearings using a periscope		
			Mathematics	*Far Vision*
			Management of Material Resources	*Information Ordering*
E4	CORE	Operate Very High Frequency (VHF) equipment while on surface		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E4	CORE	Predict ship's future positions		
			Mathematics	*Mathematical Reasoning*
			Critical Thinking	*Information Ordering*
E4	CORE	Recommend courses for man overboard recoveries		
			Complex Problem Solving	*Deductive Reasoning*
			Speaking	*Information Ordering*
E4	CORE	Recommend courses for precision anchoring		
			Complex Problem Solving	*Deductive Reasoning*
			Speaking	*Information Ordering*

E4	CORE	Sight and report visual contacts		
			Complex Problem Solving	*Visual Color Discrimination*
			Speaking	*Oral Expression*
E6	CORE	Supervise open ocean operations		
			Management of Personnel Resources	*Information Ordering*
			Coordination	*Time Sharing*
E6	CORE	Supervise piloting operations		
			Management of Personnel Resources	*Information Ordering*
			Coordination	*Time Sharing*

SHIP CONTROL SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Operate Ballast Control Panels (BCP)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Operate Ship's Control Panels (SCP)		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*

STRATEGIC WEAPONS SUPPORT SYSTEMS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Operate hovering systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*
E5	CORE	Operate missile compensation systems		
			Operation and Control	*Manual Dexterity*
			Systems Analysis	*Problem Sensitivity*

CHAPTER 32

ELECTRONICS TECHNICIAN
(ET)

NAVPERS 18068-32H
CH-44

ELECTRONICS TECHNICIAN (NUCLEAR) ET (N) TABLE OF CONTENTS

SCOPE OF RATING	ET-3 (N)
GENERAL INFORMATION	ET-4 (N)
SUBMARINE REACTOR CONTROLS OPERATOR	ET-5 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-5 (N)
RADIOLOGICAL CONTROL	ET-7 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-7 (N)
SHIPBOARD OPERATIONS AND SAFTEY	ET-10 (N)
TECHNICAL ADMINISTRATION	ET-10 (N)
SURFACE REACTOR CONTROLS OPERATOR	ET-12 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-12 (N)
RADIOLOGICAL CONTROL	ET-15 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-15 (N)
SHIPBOARD OPERATIONS AND SAFTEY	ET-17 (N)
TECHNICAL ADMINISTRATION	ET-18 (N)
SUBMARINE REACTOR CONTROLS SUPERVISOR	ET-19 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-19 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-20 (N)
TECHNICAL ADMINSTRATION	ET-20 (N)
SURFACE REACTOR CONTROLS SUPERVISOR	ET-21 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-21 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-22 (N)
TECHNICAL ADMINSTRATION	ET-22 (N)
SUBMARINE REACTOR CONTROLS MANAGER	ET-23 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-23 (N)
RADIOLOGICAL CONTROL	ET-23 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-23 (N)
TECHNICAL ADMINSTRATION	ET-23 (N)
SUBMARINE REACTOR CONTROLS MANAGER	ET-24 (N)
INSTRUMENTATION AND CONTROLS MAINTENANCE	ET-24 (N)
RADIOLOGICAL CONTROL	ET-24 (N)
REACTOR PLANT SYSTEMS OPERATION	ET-24 (N)
TECHNICAL ADMINSTRATION	ET-24 (N)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

ELECTRONICS TECHNICIAN (NAVIGATION) ET (V)

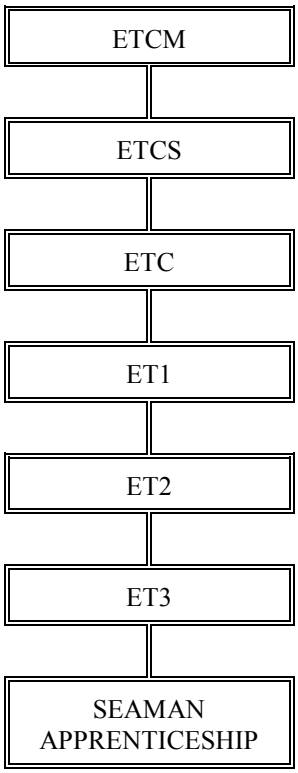
SCOPE OF RATING

Electronics Technicians (Navigation) ET (V) operate and maintain Naval Nuclear propulsion plants and associated equipment: supervise and administer Naval Nuclear propulsion plant operations; thoroughly understand reactor, electrical, and mechanical theory involved in the operation of the nuclear reactor, steam plant, propulsion plant, and auxiliary equipment; posses a detailed knowledge of reactor and steam plant chemistry and radiological controls; operate and perform organizational and intermediate maintenance on electronic equipment used for reactor control, instrumentation, measurement, alarm warning, power distribution, protection and airborne particulate radiation detection;; operate General Purpose Test Equipment (GEPTE) and auxiliary equipment; test, calibrate, maintain, and repair electronic and hydraulic-electric systems that support reactor plant operation on both surface and sub surface ships.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 32.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Submarine Reactor Controls Operator 003779

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Life, Physical, and Social Science	1900-4051.01	SUB REACTOR CONTROLS OP	SS RC OP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	A/J	3353, 3359

Job Description

Submarine Reactor Controls Operators perform operations and basic preventive maintenance of electronic equipment used for reactor control, rod control, protection and alarm system, primary plant instrumentation, nuclear instrumentation, primary plant control, steam generator water level control, and other electrical and electronic support equipment. They possess a thorough understanding of reactor, electrical, and mechanical theory involved in the operation of nuclear reactors, steam plants, and auxiliary equipment. They also possess detailed knowledge of chemistry and radiological controls associated with the nuclear reactor and supervise the shutdown of the reactor plant. These operators perform the critical work functions required to repair and maintain equipment and move naval tactical forces. Operators work under the supervision of a mentor while learning their trade or skill.

.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Equipment Operation Technicians	Life, Physical, and Social Science
110	11	19-4051.01	19

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Clean nuclear instrumentation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean primary plant instrumentation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean rod control system equipment		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean static variable frequency control cabinets		
			Equipment Maintenance	*Manual Dexterit*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Steam Generator Water Level Control (SGWLC) system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E5	CORE	Control maintenance on systems affecting remote operability		
			Speaking	*Oral Expression*
			Equipment Maintenance	*Time Sharing*
E5	CORE	Initialize nuclear instrumentation systems		
			Operation and Control	*Control Precision*
			Operation Monitoring	*Finger Dexterity*
E5	CORE	Initialize primary plant instrumentation systems		
			Operation and Control	*Control Precision*
			Operation Monitoring	*Finger Dexterity*
E4	CORE	Inspect nuclear instrumentation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect primary plant instrumentation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect rod control system equipment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect static variable frequency control cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*

E4	CORE	Inspect Steam Generator Water Level Control (SGWLC) system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Perform Air Particulate Detector (APD) preventative maintenance		
			Equipment Maintenance	*Information Ordering*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform calorimetric calibrations		
			Equipment Maintenance	*Number Facility*
			Systems Evaluation	*Written Comprehension*
E5	CORE	Perform control rod testing operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Feedwater Regulating Valve (FRV) preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform hydraulic mechanical indicator preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform nuclear instrumentation preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform primary plant control system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform primary plant instrumentation preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor protection system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform rod control system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform rod position indication system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform static variable frequency controller preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Steam Generator Water Level Control (SGWLC) cabinet preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Steam Generator Water Level Control (SGWLC) system detector preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Repair Air Particulate Detectors (APD)		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E5	CORE	Troubleshoot Air Particulate Detectors (APD)		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot hydraulic mechanical indicators		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

E5	CORE	Troubleshoot nuclear instrumentation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant control systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant detectors		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant instrumentation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot pump noise monitor systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot reactor protection systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot rod control systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot rod position indication systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot Steam Generator Water Level Control (SGWLC) systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

RADIOLOGICAL CONTROL

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct radiological controlled area surveys		
			Operation and Control	*Deductive Reasoning*
			Quality Control Analysis	*Selective Attention*
E4	CORE	Conduct radiological surveys during primary valve operations		
			Operation and Control	*Deductive Reasoning*
			Quality Control Analysis	*Selective Attention*
E4	CORE	Control access to radiological controlled areas		
			Social Perceptiveness	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Disestablish radiological controlled areas		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Establish radiological controlled areas		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Issue self-indicating pocket dosimeters		
			Management of Material Resources	*Finger Dexterity*
			Operation Monitoring	*Written Expression*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Analyze Air Particulate Detector (APD) indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*

E4	CORE	Analyze nuclear instrumentation indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze primary plant control system parameters		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze primary plant instrumentation indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E5	CORE	Analyze reactor plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze rod control parameters		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze shutdown electric plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze shutdown reactor plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Classify primary valves		
			Reading Comprehension	*Written Comprehension*
			Systems Analysis	*Written Expression*
E4	CORE	Combat reactor plant casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Conduct control rod transfer operations		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Written Comprehension*
E5	CORE	Conduct discharge boundary valve checks prior to maintenance or evolutions		
			Equipment Selection	*Deductive Reasoning*
			Operation and Control	*Information Ordering*
E4	CORE	Conduct evolutions on systems that could cause overboard discharge		
			Systems Analysis	*Problem Sensitivity*
			Operation and Control	*Written Comprehension*
E4	CORE	Monitor reactor plant operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E4	CORE	Operate alarm and indicating systems		
			Operation and Control	*Hearing Sensitivity*
			Operation Monitoring	*Near Vision*
E4	CORE	Operate coolant charging systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate coolant purification systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate discharge boundary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate electric plants		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate Emergency Propulsion Motors (EPM)		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*

E4	CORE	Operate main steam systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate nuclear instrumentation systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate primary shield water systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate primary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate reactor plant air systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate Reactor Plant Fresh Water (RPFW) cooling systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate reactor plants		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate rod control systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate Secondary Propulsion Motors (SPM)		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate steam generating systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform infrequent nuclear instrumentation operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform infrequent primary plant instrumentation system operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor plant startups and shutdowns		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor plant valve lineups		
			Coordination	*Arm-Hand Steadiness*
			Quality Control Analysis	*Control Precision*
E4	CORE	Perform salinity indicating systems during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during casualty operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during infrequent operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of reactor plants during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*

E4	CORE	Perform temperature monitoring systems during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Place primary plant detectors in service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Place Steam Generator Water Level Control (SGWLC) system detectors in service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Remove primary plant detectors from service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Remove Steam Generator Water Level Control (SGWLC) detectors from service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E5	CORE	Verify conditions established for prevention of inadvertent discharges		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Verify primary valve positions		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*

SHIPBOARD OPERATIONS AND SAFETY

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Combat submarine hydraulic rupture casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Correct sound silencing deficiencies		
			Equipment Maintenance	*Auditory Attention*
			Repairing	*Sound Localization*
E4	CORE	Employ shipboard security engagement tactics below decks		
			Active Learning	*Gross Body Coordination*
			Learning Strategies	*Multi-limb Coordination*
E4	CORE	Operate Interior Communications (IC) equipment		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate submarine habitability systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate submarine salvage systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Rig submarine for dive		
			Operation and Control	*Written Comprehension*
			Operation Monitoring	*Problem Sensitivity*
E5	CORE	Rig submarine for surface		
			Operation and Control	*Written Comprehension*
			Operation Monitoring	*Problem Sensitivity*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Conduct submarine pre-underway checks		
			Negotiation	*Problem Sensitivity*
			Time Management	*Written Comprehension*
E4	CORE	Maintain radiological controlled area records		
			Reading Comprehension	*Written Expression*
			Writing	*Written Comprehension*

E4	CORE	Perform reactor plant component tag outs		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform remote operability checklists		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Perform sound silencing surveys		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Safeguard Naval Nuclear Propulsion Information (NNPI)		
			Management of Material Resources	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*

Job Title **Job Code**

Surface Reactor Controls Operator 003780

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Life, Physical, and Social Science	1900-4051.01	SUR REACTOR CONTROLS OP	SW RC OP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	A	3383, 3389

Job Description

Surface Reactor Controls Operators perform operations and basic preventive maintenance of electronic equipment used for reactor control, rod control, protection and alarm system, primary plant instrumentation, nuclear instrumentation, primary plant control, steam generator water level control, and other electrical and electronic support equipment. They possess a thorough understanding of reactor, electrical, and mechanical theory involved in the operation of nuclear reactors, steam plants, and auxiliary equipment. They also possess detailed knowledge of chemistry and radiological controls associated with the nuclear reactor and supervise the shutdown of the reactor plant. These operators perform the critical work functions required to repair and maintain equipment and move naval tactical forces. Operators work under the supervision of a mentor while learning their trade or skill.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Equipment Operation Technicians	Life, Physical, and Social Science
110	11	19-4051.01	19

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Align automatic reactor fill initiation systems		
			Equipment Maintenance	*Manual Dexterity*
			Operation Monitoring	*Finger Dexterity*
E5	CORE	Align calorimetric calibration instrument systems		
			Equipment Maintenance	*Manual Dexterity*
			Operation Monitoring	*Finger Dexterity*
E4	CORE	Change wire-free communication system encryption keys		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Finger Dexterity*
E4	CORE	Clean automatic reactor fill initiation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean calorimetric calibration instrument system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean nuclear instrumentation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean primary plant instrumentation system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean rod control system equipment		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean Steam Generator Water Level Control (SGWLC) system cabinets		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Clean wire-free communication system equipment		
			Equipment Maintenance	*Manual Dexterity*
			Management of Material Resources	*Finger Dexterity*
E5	CORE	Control maintenance on systems affecting remote operability		
			Speaking	*Oral Expression*
			Equipment Maintenance	*Time Sharing*
E5	CORE	Initialize nuclear instrumentation systems		
			Operation and Control	*Control Precision*
			Operation Monitoring	*Finger Dexterity*

E5	CORE	Initialize primary plant instrumentation systems		
			Operation and Control	*Control Precision*
			Operation Monitoring	*Finger Dexterity*
E5	CORE	Inspect automatic reactor fill initiation system alignment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect automatic reactor fill initiation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Inspect calorimetric calibration instrument system alignment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect calorimetric calibration system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect nuclear instrumentation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect primary plant instrumentation system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect rod control system equipment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect Steam Generator Water Level Control (SGWLC) system cabinets		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Inspect the operational condition of automatic reactor fill initiation systems		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Inspect trip point and calibration of automatic reactor fill initiation systems		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Inspect trip point and calibration of calorimetric calibration instruments		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect wire-free communication system battery capacity		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect wire-free communication system equipment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E4	CORE	Inspect wire-free communication system signal containment		
			Equipment Maintenance	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*
E5	CORE	Maintain continuous injection systems		
			Equipment Maintenance	*Arm-Hand Steadiness*
			Operation and Control	*Manual Dexterity*
E5	CORE	Operate automatic reactor fill initiation systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate calorimetric calibration instrument systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Perform Air Particulate Detector (APD) preventative maintenance		
			Equipment Maintenance	*Information Ordering*
			Reading Comprehension	*Problem Sensitivity*

E5	CORE	Perform calorimetric calibrations		
			Equipment Maintenance	*Number Facility*
			Systems Evaluation	*Written Comprehension*
E5	CORE	Perform control rod testing operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Feedwater Regulating Valve (FRV) preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform hydraulic mechanical indicator preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform nuclear instrumentation preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform primary plant control system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform primary plant instrumentation preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform pump noise monitor preventive maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor protection system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform rod control system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform rod position indication system preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Steam Generator Water Level Control (SGWLC) cabinet preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform Steam Generator Water Level Control (SGWLC) system detector preventative maintenance		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Repair Air Particulate Detectors (APD)		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E5	CORE	Troubleshoot Air Particulate Detectors (APD)		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot hydraulic mechanical indicators		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot nuclear instrumentation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant control systems		
			Troubleshooting	*Inductive Reasonin*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot primary plant detectors		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

E5	CORE	Troubleshoot primary plant instrumentation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot pump noise monitor systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot reactor protection systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot rod control systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot rod position indication systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E5	CORE	Troubleshoot Steam Generator Water Level Control (SGWLC) systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

RADIOLOGICAL CONTROL

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct radiological controlled area surveys		
			Operation and Control	*Deductive Reasoning*
			Quality Control Analysis	*Selective Attention*
E4	CORE	Conduct radiological surveys during primary valve operations		
			Operation and Control	*Deductive Reasoning*
			Quality Control Analysis	*Selective Attention*
E4	CORE	Control access to radiological controlled areas		
			Social Perceptiveness	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Disestablish radiological controlled areas		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Establish radiological controlled areas		
			Speaking	*Oral Expression*
			Writing	*Written Expression*
E4	CORE	Issue self-indicating pocket dosimeters		
			Management of Material Resources	*Finger Dexterity*
			Operation Monitoring	*Written Expression*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Analyze Air Particulate Detector (APD) indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze nuclear instrumentation indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze primary plant control system parameters		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze primary plant instrumentation indicators		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E5	CORE	Analyze reactor plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*

E4	CORE	Analyze rod control parameters		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze shutdown electric plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Analyze shutdown reactor plant trends		
			Operation Monitoring	*Deductive Reasoning*
			Systems Evaluation	*Problem Sensitivity*
E4	CORE	Classify primary valves		
			Reading Comprehension	*Written Comprehension*
			Systems Analysis	*Written Expression*
E4	CORE	Combat reactor plant casualties		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Reaction Time*
E4	CORE	Conduct control rod transfer operations		
			Equipment Maintenance	*Control Precision*
			Operation and Control	*Written Comprehension*
E4	CORE	Conduct evolutions on systems that could cause overboard discharge		
			Systems Analysis	*Problem Sensitivity*
			Operation and Control	*Written Comprehension*
E4	CORE	Monitor reactor plant operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E4	CORE	Operate alarm and indicating systems		
			Operation and Control	*Hearing Sensitivity*
			Operation Monitoring	*Near Vision*
E4	CORE	Operate coolant charging systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate coolant purification systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate discharge boundary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate electric plants		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate main steam systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate nuclear instrumentation systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate primary valves		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate reactor plants		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate rod control systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*

E4	CORE	Operate steam generating systems		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform infrequent nuclear instrumentation operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform infrequent primary plant instrumentation system operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor plant startups and shutdowns		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform reactor plant valve lineups		
			Coordination	*Arm-Hand Steadiness*
			Quality Control Analysis	*Control Precision*
E4	CORE	Perform salinity indicating systems during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during casualty operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during infrequent operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of electric plants during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform shutdown of reactor plants during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Perform temperature monitoring systems during normal operations		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Place primary plant detectors in service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Place Steam Generator Water Level Control (SGWLC) system detectors in service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Remove primary plant detectors from service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E4	CORE	Remove Steam Generator Water Level Control (SGWLC) detectors from service		
			Systems Analysis	*Written Comprehension*
			Operation and Control	*Finger Dexterity*
E5	CORE	Verify conditions established for prevention of inadvertent discharges		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Verify primary valve positions		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*

SHIPBOARD OPERATIONS AND SAFETY

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Operate Interior Communications (IC) equipment		
			Operation and Control	*Arm-Hand Steadiness*
			Operation Monitoring	*Manual Dexterity*

E4	CORE	Rig compartments for emergency inport operations		
			Operation and Control	*Reaction Time*
			Operation Monitoring	*Problem Sensitivity*
E4	CORE	Rig compartments for normal inport operations		
			Operation and Control	*Written Comprehension*
			Operation Monitoring	*Problem Sensitivity*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Maintain radiological controlled area records		
			Reading Comprehension	*Written Expression*
			Writing	*Written Comprehension*
E4	CORE	Perform reactor plant component tag outs		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E5	CORE	Perform remote operability checklists		
			Reading Comprehension	*Written Comprehension*
			Writing	*Written Expression*
E4	CORE	Perform sound silencing surveys		
			Equipment Maintenance	*Written Comprehension*
			Reading Comprehension	*Problem Sensitivity*
E4	CORE	Safeguard Naval Nuclear Propulsion Information (NNPI)		
			Management of Material Resources	*Problem Sensitivity*
			Quality Control Analysis	*Written Comprehension*

Job Title **Job Code**

Submarine Reactor Controls Supervisor 003787

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	5100-8011.00	SUB REACTOR CONTROLS SUP	SS RC SUP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	J	3363

Job Description

Submarine Reactor Controls Supervisors perform advanced reactor controls operations and apply advanced level maintenance practices to reactor monitoring and control equipment. They supervise operations, maintenance, and training for personnel assigned to the Reactor Controls Division. review correspondence and perform audits of Reactor Controls Division programs. Supervisors perform the critical work functions required to move naval tactical forces, repair/maintain equipment, train forces and personnel, and perform consequence management. Supervisors work with little supervision and serve as mentors to operators.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Power Reactor Operators	Production
110	11	51-8011.00	51

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E6	CORE	Monitor nuclear instrumentation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor primary plant instrumentation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor rod control system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor Steam Generator Water Level Control (SGWLC) system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Repair hydraulic mechanical indicators		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair nuclear instrumentation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair primary plant control systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair primary plant instrumentation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair pump noise monitor systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair reactor protection systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair rod control systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair rod position indication systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*

E6	CORE	Repair Steam Generator Water Level Control (SGWLC) systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Supervise reactor controls division maintenance operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Manage performance data collection operations		
			Operations Analysis	*Number Facility*
			Reading Comprehension	*Written Comprehension*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Conduct training on remote operability		
			Instructing	*Oral Expression*
			Speaking	*Written Expression*

Job Title **Job Code**

Surface Reactor Controls Supervisor 003788

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Life, Physical, and Social Science	1900-4051.01	SUR REACTOR CONTROLS SUP	SW RC SUP

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	J	3393

Job Description

Surface Reactor Controls Supervisors perform advanced reactor controls operations and apply advanced level maintenance practices to reactor monitoring and control equipment. They supervise operations, maintenance, and training for personnel assigned to the Reactor Controls Division. review correspondence and perform audits of Reactor Controls Division programs. Supervisors perform the critical work functions required to move naval tactical forces, repair/maintain equipment, train forces and personnel, and perform consequence management. Supervisors work with little supervision and serve as mentors to operators.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Equipment Operation Technicians	Life, Physical, and Social Science
110	11	19-4051.01	19

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E6	CORE	Monitor automatic reactor fill initiation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor calorimetric calibration instrument maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor nuclear instrumentation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor primary plant instrumentation system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor rod control system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Monitor Steam Generator Water Level Control (SGWLC) system maintenance operations		
			Critical Thinking	*Selective Attention*
			Operation Monitoring	*Deductive Reasoning*
E6	CORE	Repair automatic reactor fill initiation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair calorimetric calibration instruments		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair continuous chemical injection systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair hydraulic mechanical indicators		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair nuclear instrumentation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair primary plant control systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*

E6	CORE	Repair primary plant instrumentation systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair pump noise monitor systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair reactor protection systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair rod control systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair rod position indication systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Repair Steam Generator Water Level Control (SGWLC) systems		
			Repairing	*Selective Attention*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Supervise reactor controls division maintenance operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*
E6	CORE	Troubleshoot automatic reactor fill initiation systems		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*
E6	CORE	Troubleshoot calorimetric calibration instruments		
			Troubleshooting	*Inductive Reasoning*
			Complex Problem Solving	*Problem Sensitivity*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E5	CORE	Manage performance data collection operations		
			Operations Analysis	*Number Facility*
			Reading Comprehension	*Written Comprehension*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E7	CORE	Coordinate department maintenance schedules		
			Management of Personnel	*Oral Expression*
			Quality Control Analysis	*Speech Clarity*

Job Title **Job Code**

Submarine Reactor Controls Manager 003795

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	5100-1011.00	SUB REACTOR CONTROLS MGR	SS RC MGR

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	M	E7 and Above 3359, 3363

Job Description

Submarine Reactor Controls Managers manage operations, maintenance, and training for personnel assigned to reactor controls division and/or engineering department. They review divisional and/or departmental correspondence and perform audits of divisional and/or departmental programs and training. They perform the critical work functions required to train forces and personnel, repair and maintain equipment, move naval tactical forces, performing consequence management.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	First-line Supervisors/Managers of Production and Operating Workers	Production
110	11	51-1011.00	51

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Coordinate equipment modifications		
			Installation	*Visualization*
			Coordination	*Deductive Reasoning*
E7	CORE	Coordinate Reactor Controls (RC) division testing procedures		
			Quality Control Analysis	*Inductive Reasoning*
			Reading Comprehension	*Written Comprehension*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Supervise casualty reactor plant operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*
E7	CORE	Supervise infrequent reactor plant operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Audit engineering department records		
			Operations Analysis	*Written Comprehension*
			Quality Control Analysis	*Written Expression*
E7	CORE	Audit Reactor Controls (RC) division records		
			Operations Analysis	*Written Comprehension*
			Quality Control Analysis	*Written Expression*
E7	CORE	Coordinate department maintenance schedules		
			Management of Personnel	*Oral Expression*
			Quality Control Analysis	*Speech Clarity*
E7	CORE	Coordinate Reactor Control (RC) audit and surveillance programs		
			Quality Control Analysis	*Inductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E7	CORE	Supervise Quality Assurance (QA) testing procedures		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

Job Title **Job Code**

Surface Reactor Controls Manager 003796

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Architecture and Engineering	1700-2161.00	SUR REACTOR CONTROLS MGR	SW RC MGR

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ET(NUC)	M	E7 and Above 3393

Job Description

Surface Reactor Controls Managers manages operations, maintenance, and training for personnel assigned to reactor controls division and/or reactor department. Reviews divisional and/or departmental correspondence and performs audits of divisional and/or departmental programs and training. This job performs the critical work functions of train forces and personnel, repair/maintain equipment, move naval tactical forces, and perform consequence management.

DoD Relationship		O*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Radio/Radar, General	110000	Nuclear Engineers	Architecture and Engineering
110	11	17-2161.00	17

INSTRUMENTATION AND CONTROLS MAINTENANCE

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Coordinate equipment modifications		
			Installation	*Visualization*
			Coordination	*Deductive Reasoning*
E7	CORE	Coordinate Reactor Controls (RC) division testing procedures		
			Quality Control Analysis	*Inductive Reasoning*
			Reading Comprehension	*Written Comprehension*

RADIOLOGICAL CONTROL

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Check discharge boundary valves prior to surface maintenance or evolutions		
			Equipment Maintenance	*Manual Dexterity*
			Quality Control Analysis	*Written Comprehension*

REACTOR PLANT SYSTEMS OPERATION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Supervise casualty electrical distribution operations on surface ships		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*
E7	CORE	Supervise casualty reactor plant operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*
E7	CORE	Supervise infrequent reactor plant operations		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements	Skills	Abilities
E7	CORE	Audit engineering department records		
			Operations Analysis	*Written Comprehension*
			Quality Control Analysis	*Written Expression*
E7	CORE	Audit Reactor Controls (RC) division records		
			Operations Analysis	*Written Comprehension*
			Quality Control Analysis	*Written Expression*
E6	CORE	Conduct training on remote operability		
			Instructing	*Oral Expression*
			Speaking	*Written Expression*

E7	CORE	Coordinate Reactor Control (RC) audit and surveillance programs		
			Quality Control Analysis	*Inductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E7	CORE	Supervise Quality Assurance (QA) testing procedures		
			Complex Problem Solving	*Selective Attention*
			Monitoring	*Written Comprehension*

CHAPTER 32

ELECTRONICS TECHNICIAN (ET)

NAVPERS 18068-32I
CH-58

Updated: April 2014

TABLE OF CONTENTS
ELECTRONICS TECHNICIAN (COMMUNICATION) (ETR)

SCOPE OF RATING	ET-3 (R)
GENERAL INFORMATION	ET-4 (R)
COMMUNICATIONS OPERATOR	ET-5 (R)
ADMINISTRATION	ET-5 (R)
COMMUNICATIONS SYSTEM OPERATIONS	ET-6 (R)
ELECTRONIC WARFARE SYSTEM OPERATIONS	ET-6 (R)
EQUIPMENT MAINTENANCE	ET-6 (R)
INFORMATION SYSTEM OPERATIONS	ET-7 (R)
COMMUNICATIONS MANAGER	ET-8 (R)
ADMINISTRATION	ET-8 (R)
COMMUNICATIONS SYSTEM OPERATIONS	ET-9 (R)
INFORMATION SYSTEM OPERATIONS	ET-9 (R)
COMMUNICATIONS TECHNICIAN	ET-10 (R)
ADMINISTRATION	ET-10 (R)
COMMUNICATIONS SYSTEM OPERATIONS	ET-11 (R)
ELECTRONIC WARFARE SYSTEM OPERATIONS	ET-11 (R)
EQUIPMENT MAINTENANCE	ET-11 (R)
INFORMATION SYSTEM OPERATIONS	ET-12 (R)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

ELECTRONICS TECHNICIAN (COMMUNICATION) (ETR)

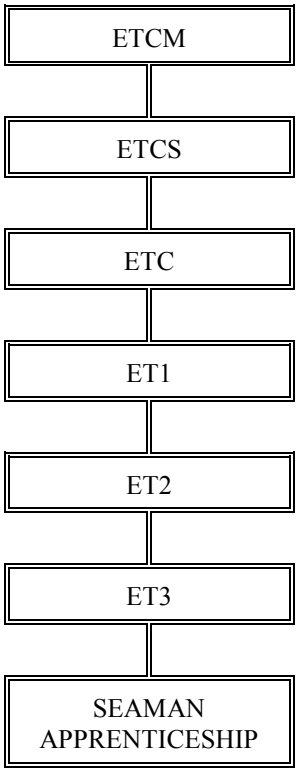
SCOPE OF RATING

Electronics Technicians (Communication) (ETR) operate and maintain electronic equipment used for detection, tracking, recognition and identification, communications, communication security, and Electronic Warfare (EW); operate and maintain General Purpose Test Equipment (GPTE), personal computers, and auxiliary equipment; operate, monitor, and control Information Systems (IS) in support of the world-wide telecommunications network; perform assigned mission organizational level maintenance and repair of Command, Control, Communications, Computers, and Intelligence (C4I) Systems; and stand watch on related equipment.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 32.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Communications Operator

Job Code

001215

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	COMMUNICATION OPERATOR	ES COM OP

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ETR (COMM)	14RO, 14TO

Job Description

Communications Operators operate Electronic Warfare (EW) equipment used for detection, tracking, recognition and identification of signals of interest; generate, transmit, and account for naval messages; route communications to and from external sources; operate General Purpose Test Equipment (GPTE), personal computers, and auxiliary equipment; operate, monitor, and control Information Systems (IS) in support of the world-wide telecommunications network; and stand watch on related equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Radio/Radar, General	110000	Computer Operators	43-9011.00	Office and Administrative Support

Skills	Abilities
Operation and Control	*Finger Dexterity*
Operation Monitoring	*Near Vision*
Equipment Maintenance	*Arm-Hand Steadiness*
Systems Evaluation	*Multi-limb Coordination*
Management of Material Resources	*Deductive Reasoning*
Critical Thinking	*Information Ordering*
Reading Comprehension	*Written Comprehension*
Judgment and Decision Making	*Inductive Reasoning*
Repairing	*Problem Sensitivity*
Troubleshooting	*Selective Attention*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E4	CORE	Destroy classified materials
E4	CORE	Destroy cryptographic keying materials
E4	CORE	Develop Electronic Warfare Support Measures (ES) search plans
E4	CORE	Inventory cryptographic keying materials
E4	CORE	Inventory Communications Security (COMSEC) equipment
E4	CORE	Inventory Local Area Network (LAN) hardware
E4	CORE	Inventory Top Secret (TS) / Sensitive Compartmented Information (SCI) materials
E4	CORE	Load cryptographic keying materials
E4	CORE	Maintain General Message Files (GMF)
E5	CORE	Maintain Top Secret (TS) / Sensitive Compartmented Information (SCI) inventories
E4	CORE	Receive cryptographic keying materials
E4	CORE	Store Communications Security (COMSEC) material
E4	CORE	Transport classified materials
E4	NON-CORE	Update classified materials

COMMUNICATIONS SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct deployable antenna system communications
E4	CORE	Conduct emergency antenna system operations
E4	CORE	Conduct Extremely High Frequency (EHF) system operations
E4	CORE	Conduct floating wire antenna system communications
E4	CORE	Conduct in-port communications
E4	CORE	Conduct Low Frequency/Medium Frequency/High Frequency (LF/MF/HF) system communications
E4	CORE	Conduct multi-purpose antenna system operations
E4	CORE	Conduct periscope and imaging system operations
E4	CORE	Conduct Ultra High Frequency (UHF) system operations
E4	CORE	Conduct Very High Frequency (VHF) system operations
E4	CORE	Conduct Very Low Frequency (VLF) system operations
E4	CORE	Execute Disaster Recovery Plan (DRP)
E4	CORE	Execute Emergency Action Plan (EAP)
E4	CORE	Operate antenna control systems
E4	NON-CORE	Operate Government Off-The-Shelf (GOTS) software

ELECTRONIC WARFARE SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Electronic Warfare Support Measures (ES) system operations
E4	CORE	Conduct fixed radar operations
E4	CORE	Conduct Identification, Friend or Foe (IFF) operations
E4	CORE	Conduct portable radar system operations
E4	CORE	Conduct Radio Direction Finding (RDF) system operations

EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct sound isolation surveys
E5	NON-CORE	Correct sound isolation deficiencies
E4	CORE	Maintain antenna systems
E4	CORE	Maintain Electronic Warfare Support Measures (ES) systems
E4	CORE	Maintain Extremely High Frequency (EHF) systems
E4	CORE	Maintain Identification, Friend or Foe (IFF) systems
E4	CORE	Maintain Information System (IS) components
E4	CORE	Maintain Low Frequency/Medium Frequency/High Frequency (LF/MF/HF) systems
E4	CORE	Maintain periscope and imaging systems
E4	CORE	Maintain Radio Direction Finding (RDF) systems
E4	CORE	Maintain Super High Frequency (SHF) systems
E4	CORE	Maintain Ultra High Frequency (UHF) systems
E4	CORE	Maintain Very High Frequency (VHF) systems
E4	CORE	Maintain Very Low Frequency (VLF) systems
E5	CORE	Repair Super High Frequency (SHF) systems
E5	CORE	Troubleshoot Super High Frequency (SHF) systems

INFORMATION SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Establish Information System (IS) off-hull connectivity
E4	CORE	Operate Information Systems (IS)

Job Title

Communications Manager

Job Code

001220

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Computer and Mathematical	TBD	COMMUNICATIONS MANAGER	ES COM MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ETR (COMM)	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Communications Managers assess communication division training, audit communication division records, and coordinate communication division maintenance; account for all transmitted and received message traffic; coordinate communication division equipment modifications; review naval correspondence; develop communications system employment plans and shipboard instructions; prepare communications emergency destruction plans; perform Electronic Key Management System (EKMS) custodian operations; verify communication plans; monitor maintenance quality control; prepare weekly preventive maintenance schedules; review completed maintenance data forms; supervise the repair of electronic systems and subsystems; use accounting procedures to maintain control of inventories and work flow; estimate time and support required for repair of equipment; provide technical and supervisory liaison between work centers; implement and administer maintenance and repair programs; and prepare quarterly preventive maintenance schedules.

DoD Relationship

Group Title	*DoD Code*
Radio/Radar, General	110000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Telecommunications Engineering Specialist	15-1143.00	Computer and Mathematical

Skills	Abilities
Management of Material Resources	*Deductive Reasoning*
Critical Thinking	*Information Ordering*
Reading Comprehension	*Arm-Hand Steadiness*
Equipment Maintenance	*Written Comprehension*
Judgment and Decision Making	*Near Vision*
Management of Personnel Resources	*Oral Expression*
Operation and Control	*Problem Sensitivity*
Systems Evaluation	*Finger Dexterity*
Learning Strategies	*Inductive Reasoning*
Operation Monitoring	*Multi-limb Coordination*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E6	CORE	Coordinate sail maintenance
E4	CORE	Destroy classified materials
E4	CORE	Destroy cryptographic keying materials
E7	CORE	Develop Emergency Action Plans (EAP)
E7	CORE	Develop Emergency Destruction Plans (EDP)
E4	CORE	Inventory cryptographic keying materials
E4	CORE	Inventory Communications Security (COMSEC) equipment
E4	CORE	Inventory Top Secret (TS) / Sensitive Compartmented Information (SCI) materials
E4	CORE	Load cryptographic keying materials
E5	CORE	Maintain Top Secret (TS) / Sensitive Compartmented Information (SCI) inventories
E7	CORE	Manage Electronic Key Management System (EKMS) accounts
E4	CORE	Receive cryptographic keying materials
E4	CORE	Store Communications Security (COMSEC) material
E7	CORE	Supervise Electronic Key Management System (EKMS) users

E6	CORE	Supervise mast and antenna maintenance
E4	CORE	Transport classified materials
E4	NON-CORE	Update classified materials

COMMUNICATIONS SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Develop communication employment plans
E4	CORE	Execute Disaster Recovery Plan (DRP)
E4	CORE	Execute Emergency Action Plan (EAP)

INFORMATION SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Develop Information System (IS) policies
E6	CORE	Supervise Information System (IS) maintenance
E6	CORE	Supervise Information System (IS) modifications

Job Title

Communications Technician

Job Code

001227

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	COMMUNICATION TECHNICIAN	ES COM TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ETR (COMM)	14BH, 14CM, 14EM, 14HH, 14TM, 2781

Job Description

Communications Technicians perform organizational level maintenance on electronic warfare equipment, world wide telecommunications equipment, General Purpose Test Equipment(GPTE), Communications Technicians perform organizational level maintenance on Electronic Warfare Support (ES) equipment, world-wide telecommunications equipment, General Purpose Test Equipment (GPTE), personal computers, and auxiliary support equipment; interpret schematics and block diagrams; apply general working knowledge of electricity and electronics to repair electronics and electronic cables and connectors; localize malfunctions and repairs; replace faulty parts or subassemblies; align, adjust, calibrate, and perform corrective maintenance on communications equipment; develop communication division training; supervise communication division maintenance; collect communication equipment performance data; develop communication divisional watch bills; and maintain communication division records.

DoD Relationship

Group Title	*DoD Code*
Radio/Radar, General	110000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Electrical and Electronics Installers and Repairers, Transportation Equipment	49-2093.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation and Control	*Information Ordering*
Equipment Maintenance	*Deductive Reasoning*
Repairing	*Finger Dexterity*
Operation Monitoring	*Near Vision*
Systems Evaluation	*Multi-limb Coordination*
Management of Material Resources	*Arm-Hand Steadiness*
Troubleshooting	*Written Comprehension*
Critical Thinking	*Selective Attention*
Reading Comprehension	*Inductive Reasoning*
Installation	*Problem Sensitivity*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Control restricted area access
E6	CORE	Coordinate sail maintenance
E4	CORE	Destroy classified materials
E4	CORE	Destroy cryptographic keying materials
E4	CORE	Develop Electronic Warfare Support Measures (ES) search plans
E4	CORE	Inventory cryptographic keying materials
E4	CORE	Inventory Communications Security (COMSEC) equipment
E4	CORE	Inventory Local Area Network (LAN) hardware
E4	CORE	Inventory Top Secret (TS) / Sensitive Compartmented Information (SCI) materials
E4	CORE	Load cryptographic keying materials
E4	CORE	Receive cryptographic keying materials
E4	CORE	Store Communications Security (COMSEC) material
E4	CORE	Transport classified materials
E4	NON-CORE	Update classified materials

COMMUNICATIONS SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct deployable antenna system communications
E4	CORE	Conduct emergency antenna system operations
E4	CORE	Conduct Extremely High Frequency (EHF) system operations
E4	CORE	Conduct floating wire antenna system communications
E4	CORE	Conduct in-port communications
E4	CORE	Conduct Low Frequency/Medium Frequency/High Frequency (LF/MF/HF) system communications
E4	CORE	Conduct multi-purpose antenna system operations
E4	CORE	Conduct periscope and imaging system operations
E4	CORE	Conduct Super High Frequency (SHF) system operations
E4	CORE	Conduct Ultra High Frequency (UHF) system operations
E4	CORE	Conduct Very High Frequency (VHF) system operations
E4	CORE	Conduct Very Low Frequency (VLF) system operations
E4	CORE	Develop communication employment plans
E4	CORE	Execute Disaster Recovery Plan (DRP)
E4	CORE	Execute Emergency Action Plan (EAP)
E4	CORE	Operate antenna control systems
E4	NON-CORE	Operate Government Off-The-Shelf (GOTS) software

ELECTRONIC WARFARE SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Electronic Warfare Support Measures (ES) system operations
E4	CORE	Conduct fixed radar operations
E4	CORE	Conduct Identification, Friend or Foe (IFF) operations
E4	CORE	Conduct portable radar system operations
E4	CORE	Conduct Radio Direction Finding (RDF) system operations

EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct sound isolation surveys
E5	NON-CORE	Correct sound isolation deficiencies
E5	CORE	Install computer components
E5	CORE	Install network components
E4	CORE	Maintain antenna systems
E4	CORE	Maintain Electronic Warfare Support Measures (ES) systems
E4	CORE	Maintain Extremely High Frequency (EHF) systems
E4	CORE	Maintain Identification, Friend or Foe (IFF) systems
E4	CORE	Maintain Information System (IS) components
E4	CORE	Maintain Low Frequency/Medium Frequency/High Frequency (LF/MF/HF) systems
E4	CORE	Maintain periscope and imaging systems
E4	CORE	Maintain Radio Direction Finding (RDF) systems
E4	CORE	Maintain Super High Frequency (SHF) systems
E4	CORE	Maintain Ultra High Frequency (UHF) systems
E4	CORE	Maintain Very High Frequency (VHF) systems
E4	CORE	Maintain Very Low Frequency (VLF) systems
E5	CORE	Repair antenna systems

E5	CORE	Repair Electronic Warfare Support Measures (ES) systems
E5	CORE	Repair Extremely High Frequency (EHF) systems
E5	CORE	Repair Identification, Friend or Foe (IFF) systems
E5	CORE	Repair Information Systems (IS)
E5	CORE	Repair Low Frequency/Medium Frequency/High Frequency (LF/MF/HF) systems
E5	CORE	Repair periscope and imaging systems
E5	CORE	Repair Radio Direction Finding (RDF) systems
E5	CORE	Repair Super High Frequency (SHF) systems
E5	CORE	Repair Ultra High Frequency (UHF) systems
E5	CORE	Repair Very High Frequency (VHF) systems
E5	CORE	Repair Very Low Frequency (VLF) systems
E5	CORE	Troubleshoot antenna systems
E5	CORE	Troubleshoot Electronic Warfare Support Measures (ES) systems
E5	CORE	Troubleshoot Extremely High Frequency (EHF) systems
E5	CORE	Troubleshoot Identification, Friend or Foe (IFF) systems
E5	CORE	Troubleshoot Information Systems (IS)
E5	CORE	Troubleshoot Low Frequency/Medium Frequency/High Frequency (LF/MF/HF) systems
E5	CORE	Troubleshoot periscope and imaging systems
E5	CORE	Troubleshoot Radio Direction Finding (RDF) systems
E5	CORE	Troubleshoot Super High Frequency (SHF) systems
E5	CORE	Troubleshoot Ultra High Frequency (UHF) systems
E5	CORE	Troubleshoot Very High Frequency (VHF) systems
E5	CORE	Troubleshoot Very Low Frequency (VLF) systems

INFORMATION SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Configure applications software
E6	CORE	Configure file system security
E5	CORE	Configure Information System (IS) servers
E5	CORE	Configure network security tools
E5	CORE	Configure workstation software
E4	CORE	Establish Information System (IS) off-hull connectivity
E5	CORE	Interpret client software
E5	CORE	Operate backup software
E4	CORE	Operate Information Systems (IS)
E6	CORE	Supervise Information System (IS) maintenance
E6	CORE	Supervise Information System (IS) modifications
E5	NON-CORE	Test computer systems

CHAPTER 32

ELECTRONICS TECHNICIAN
(ET)

NAVPERS 18068-32G
CH-66

Updated: October 2016

TABLE OF CONTENTS
ELECTRONICS TECHNICIAN, SUBMARINE, NAVIGATION (ETV)

SCOPE OF RATING	ETV-3
GENERAL INFORMATION	ETV-4
SUBMARINE NAVIGATION OPERATOR	ETV-5
ADMINISTRATION	ETV-5
CHART PREPARATIONS	ETV-6
COMMUNICATIONS AND ALARM SYSTEMS	ETV-6
ELECTRONIC NAVIGATION SYSTEMS	ETV-7
GENERAL ELECTRICAL SYSTEMS	ETV-8
MISCELLANEOUS	ETV-9
NAVIGATION AND PILOTING	ETV-9
POWER GENERATION AND DISTRIBUTION SYSTEMS	ETV-10
SHIP CONTROL SYSTEMS	ETV-10
SUBMARINE NAVIGATION TECHNICIAN	ETV-11
ADMINISTRATION	ETV-11
CHART PREPARATIONS	ETV-12
COMMUNICATIONS AND ALARM SYSTEMS	ETV-12
ELECTRONIC NAVIGATION SYSTEMS	ETV-13
GENERAL ELECTRICAL SYSTEMS	ETV-14
MISCELLANEOUS	ETV-15
NAVIGATION AND PILOTING	ETV-16
POWER GENERATION AND DISTRIBUTION SYSTEMS	ETV-16
SHIP CONTROL SYSTEMS	ETV-17
SUBMARINE NAVIGATION MANAGER	ETV-18
ADMINISTRATION	ETV-18
CHART PREPARATIONS	ETV-19
ELECTRONIC NAVIGATION SYSTEMS	ETV-19
MISCELLANEOUS	ETV-20
NAVIGATION AND PILOTING	ETV-20

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

ELECTRONICS TECHNICIAN, SUBMARINE, NAVIGATION (ETV)

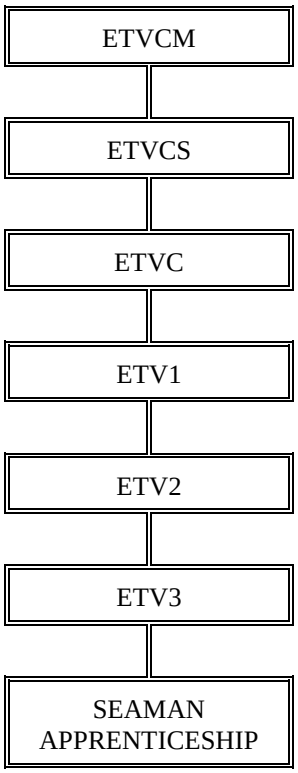
SCOPE OF RATING

Electronics Technicians, Submarine, Navigation (ETV) operate and perform maintenance on electronic equipment used for detection, tracking, recognition, and identification of maritime vessels and navigational aids; operate and perform maintenance on Interior Communications (IC), alarms, warnings and indicators, ship's control, entertainment, atmosphere control, instrumentation, and control systems; operate and maintain radar, gyrocompass, inertial navigation, and auxiliary equipment used to safely and accurately navigate all classes of submarines; maintain highly accurate navigation data for use by external systems and subsystems; develop and execute navigation plans; perform ship control, navigation, and lookout duties; procure, correct, use, and stow navigation publications and charts; and stand watch as assistants to officers of the deck and navigators.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 32.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Submarine Navigation Operator 001182

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	SUBMARINE NAVIGATION OPERATOR	SUB NAV OPER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ETV	NECs may include 14NO, 14XO, 14GM, 14XM, 14NM, 14NP, and 14TK

Job Description

Submarine Navigation Operators operate electronic equipment used for detection, tracking, recognition and identification of maritime vessels and aids to navigation; operate and perform basic preventive maintenance on radar systems, Interior Communications (IC) circuits, fathometers, Voyage Management Systems (VMS), alarm systems, ship's control stations, entertainment systems, gyrocompasses, Central Atmosphere Monitoring Systems (CAMS), liquid level detection and tank level indication circuits, flowmeters, pressure and temperature sensing circuits, valve position indicators, hovering systems, depth control systems, and missile compensation systems; procure, inventory, update, and correct navigation charts and publications, prepare navigation voyage plans, paper and electronic charts, and maintain navigation logs and records; and stand navigation-related watches and advise and make reports to the Officer of the Deck (OOD) on Navigation Rules and Regulations, navigation plans, and other navigation matters. Submarine Navigation Operators usually work under the Supervision of a Submarine Navigation Technician or Submarine Navigation Manager.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Navigation, Communication, and Countermeasure, N.E.C	110200	Electrical and Electronics Repairers, Commercial and Industrial Equipment	49-2094.00	Installation, Maintenance, and Repair

Skills	Abilities
Equipment Maintenance	*Deductive Reasoning*
Management of Material Resources	*Problem Sensitivity*
Critical Thinking	*Written Comprehension*
Mathematics	*Extent Flexibility*
Quality Control Analysis	*Mathematical Reasoning*
Operation and Control	*Information Ordering*
Systems Analysis	*Selective Attention*
Operation Monitoring	*Inductive Reasoning*
Complex Problem Solving	*Number Facility*
Systems Evaluation	*Finger Dexterity*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Compute celestial event times (e.g. sunrise/sunset, moonrise/moonset, high/low tides, etc.)
E4	CORE	Maintain navigation messages (e.g. Operational Orders (OPORD), Operations Schedules (OPSKED), Submarine Notices (SUBNOTE), etc.)
E4	CORE	Maintain navigation records (e.g. deck logs, bearing logs, position logs, etc.)
E5	CORE	Prepare navigational information data packages
E5	CORE	Update Strategic Weapons System (SWS) special publications

CHART PREPARATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate turn information (e.g. slide bar, turn bearing, turn range, etc.)
E4	CORE	Correct nautical charts
E5	CORE	Create parameters for Commanding Officers Safe Operating Envelope (COSOE) (e.g. cross track error, red/yellow sounding, maximum operating depth, etc.)
E4	CORE	Establish voyage plans (e.g. Plan of Intended Movement (PIM), departure/arrival, Speed of Advance (SOA), etc.)
E5	CORE	Extract required information from navigation publications
E5	CORE	Maintain navigation chart and publication allowances (e.g. inventory, order, update, etc.)
E4	CORE	Plot anchorages
E4	CORE	Plot arc of visibility of lights
E4	CORE	Plot moving havens
E4	CORE	Plot navigational hazards (e.g. danger ranges, danger bearings, shoal water, etc.)
E5	CORE	Prepare charts for navigation (e.g. voyage plan checklists, piloting checklists)
E4	CORE	Report aids to navigation (e.g. buoy systems, natural or man-made navigation aids, navigation lights, etc.)
E5	CORE	Select required charts for proposed transits
E5	NON-CORE	Update intelligence plots

COMMUNICATIONS AND ALARM SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Adjust alarm switchboards
E4	CORE	Adjust amplified communication systems
E4	CORE	Align sound-powered telephone distribution matrices
E4	CORE	Clean alarm switchboards
E4	CORE	Clean amplified communication systems
E4	CORE	Clean liquid level alarm sensing devices
E4	CORE	Clean pressure alarm sensing devices
E4	CORE	Clean shore telephone systems
E4	CORE	Clean sound-powered telephone systems
E4	CORE	Derig shore telephone lines
E4	CORE	Inspect alarm switchboards
E4	CORE	Inspect amplified communication systems
E4	CORE	Inspect liquid level alarm sensing devices
E4	CORE	Inspect pressure alarm sensing devices
E4	CORE	Inspect shore telephone systems
E4	CORE	Inspect sound-powered telephone systems
E4	CORE	Install Portable Ship Control Units (PSCU)
E4	CORE	Remove Portable Ship Control Units (PSCU)

COMMUNICATIONS AND ALARM SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Repair amplified communication system components (e.g. loud speakers, microphones, amplifiers, etc.)
E4	CORE	Repair shore telephone systems
E4	CORE	Repair sound-powered telephone systems
E4	CORE	Replace amplified communication system components
E4	CORE	Rig shore telephone lines
E4	CORE	Test alarm switchboards
E4	CORE	Test amplified communications system components (e.g. microphones, loudspeakers, intercommunicating stations, etc.)
E4	CORE	Test liquid level alarm sensing devices
E5	CORE	Test pressure alarm sensing devices
E5	CORE	Troubleshoot amplified communication systems components (e.g. microphones, loudspeakers, intercommunicating stations, etc.)
E4	CORE	Troubleshoot sound-powered telephone systems

ELECTRONIC NAVIGATION SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Calibrate Electromagnetic (EM) log indicator transmitters
E4	CORE	Clean Electromagnetic (EM) log indicator transmitters
E4	CORE	Clean gyrocompass systems
E4	CORE	Clean Inertial Navigation Systems (INS) and subsystems (e.g. Navigation Workstations (NWS), Navigation Sonar Systems (NSS), Inertial Navigation System (INS) consoles, etc.)
E4	CORE	Clean radar systems
E4	NON-CORE	Clean rodmeters
E4	CORE	Clean synchro signal amplifiers
E4	CORE	Clean Voyage Management System (VMS) components
E5	CORE	Configure navigation subsystem equipment software
E4	CORE	Establish Inertial Navigation Systems (INS) and subsystems required operating condition (e.g. startup, shut down, navigate, etc.)
E4	CORE	Establish required radar operating condition (e.g. startup, shut down, etc.)
E4	CORE	Establish required Voyage Management Systems (VMS) operating condition (e.g. start up, shutdown, etc.)
E5	CORE	Input navigation and voyage plans into the Voyage Management System (VMS)
E5	CORE	Inspect Electromagnetic (EM) log indicator transmitters
E4	CORE	Inspect gyrocompass systems
E4	CORE	Inspect Inertial Navigation Systems (INS) and subsystems (e.g. Navigation Sonar Systems (NSS), Inertial Navigation Systems (INS) consoles, Navigation Workstations (NWS), etc.)
E4	NON-CORE	Inspect rodmeters

ELECTRONIC NAVIGATION SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Inspect Voyage Management System (VMS) components
E4	CORE	Interpret fathometer displays
E5	CORE	Interpret Inertial Navigation System (INS) data
E4	CORE	Interpret radar displays
E4	CORE	Obtain sounding data using fathometers

GENERAL ELECTRICAL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust Central Atmosphere Monitoring System (CAMS) equipment
E5	CORE	Adjust mast position indication system components (e.g. limit switches, position switches, proximity magnet switches, etc.)
E4	CORE	Calibrate Central Atmosphere Monitoring System (CAMS) equipment
E4	NON-CORE	Clean aldis lamps
E4	CORE	Clean Central Atmosphere Monitoring System (CAMS) equipment
E4	CORE	Clean flow meter systems
E4	CORE	Clean mast position indication system components (e.g. limit switches, position switches, proximity magnet switches, etc.)
E4	CORE	Clean pressure sensing devices
E4	CORE	Clean ship's entertainment systems
E4	CORE	Clean synchro repeaters
E4	CORE	Clean Tank Level Indicator (TLI) systems
E4	CORE	Clean valve control system components
E4	CORE	Clean valve position indicating system components
E4	NON-CORE	Inspect aldis lamps
E4	CORE	Inspect Central Atmosphere Monitoring System (CAMS) equipment
E4	CORE	Inspect flowmeter systems
E4	CORE	Inspect mast position indication system components (e.g. limit switches, position switches, proximity magnet switches, etc.)
E4	CORE	Inspect pressure sensing devices
E4	NON-CORE	Inspect ship's entertainment systems
E4	CORE	Inspect Tank Level Indicator (TLI) systems
E4	NON-CORE	Inspect temperature monitoring systems
E4	CORE	Inspect valve control system components
E4	CORE	Inspect valve position indicating system components
E4	CORE	Maintain ship's entertainment systems
E4	CORE	Replace navigation lights
E4	CORE	Shutdown Central Atmosphere Monitoring System (CAMS) equipment
E4	CORE	Startup Central Atmosphere Monitoring System (CAMS) equipment
E4	CORE	Test ship's entertainment systems

MISCELLANEOUS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Decode signals using Allied Tactical Publications (ATP)
E6	NON-CORE	Encode signals using Allied Tactical Publications (ATP)
E4	CORE	Maintain chronometers
E4	NON-CORE	Maintain entertainment media inventories
E4	CORE	Rig bridge (e.g. dive, surface, in port, etc.)
E4	NON-CORE	Supervise colors

NAVIGATION AND PILOTING

Paygrade	Task Type	Task Statements
E5	NON-CORE	Advise Officer of the Deck (OOD) of chain scope required for anchoring
E5	NON-CORE	Advise Officer of the Deck (OOD) of ocean depth and bottom (e.g. while at anchor, during piloting, submerged operations, etc.)
E4	CORE	Calculate environmental effects on ship's movements (e.g. wind, tide, set and drift, etc.)
E4	CORE	Calculate gyrocompass error
E4	CORE	Compare fathometer readings with charts
E4	CORE	Compute advance and transfer
E4	CORE	Compute azimuths
E4	CORE	Compute course and speed made good
E4	CORE	Compute position uncertainty
E5	CORE	Compute radar and visual offset
E5	NON-CORE	Conduct strike group operations
E4	CORE	Convert between Greenwich Mean Time (GMT) and Zone Time (ZT)
E4	CORE	Convert between relative bearings and true bearings
E4	CORE	Correlate speed, time, and distance
E6	CORE	Extract required information from Naval messages (e.g. Operational Orders (OPORD), Operations Schedules (OPSKED), Submarine Notices (SUBNOTE), etc.)
E4	CORE	Fix ship's position (e.g. bearing and range to single point, latitude/longitude, multiple soundings, etc.)
E4	NON-CORE	Identify reduced visibility situations
E4	NON-CORE	Identify signal flags and pennant displays
E4	CORE	Interpret navigation sound signals (e.g. bell, gong, whistle, etc.)
E4	NON-CORE	Monitor Very High Frequency (VHF) equipment while on surface
E4	CORE	Obtain visual bearings (e.g. alidade, periscope, seaman's eye, etc.)
E4	CORE	Plot ship's position
E4	CORE	Plot weather message information
E4	CORE	Provide courses for ship's positioning (e.g. precision anchoring, storm evasion, contact management, etc.)

NAVIGATION AND PILOTING (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Provide recommended actions based on Navigation Rules and Regulations
E4	NON-CORE	Report distress signals (e.g. flares, whistles, flags/pennants, etc.)

POWER GENERATION AND DISTRIBUTION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Align Action Cut-Out (ACO) switchboards
E4	CORE	Align Interior Communications (IC) switchboards
E4	CORE	Clean Action Cut-Out (ACO) switchboards
E4	CORE	Clean Interior Communications (IC) switchboards
E4	CORE	Inspect Action Cut-Out (ACO) switchboard components
E4	CORE	Inspect Interior Communications (IC) switchboards
E4	CORE	Shift power sources using bus transfer devices (e.g. Automatic, Manual, etc.)

SHIP CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Clean Ballast Control Panels (BCP)
E4	CORE	Clean depth control systems (e.g. hovering, forward hovering, missile compensation, etc.)
E4	CORE	Clean depth sensing systems
E4	CORE	Clean Ship's Control Panels (SCP)
E4	CORE	Clean ship's control system components (e.g. Position Control Units (PCU), feedback transmitters, display screens, etc.)
E4	CORE	Inspect depth control systems (e.g. hovering, forward hovering, missile compensation, etc.)

Job Title **Job Code**

Submarine Navigation Technician 001187

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	SUBMARINE NAVIGATION TEC	SUB NAV TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ETV	NECs may include 14NO, 14XO, 14GM, 14XM, 14NM, 14NP, and 14TK

Job Description

Submarine Navigation Technicians maintain, troubleshoot, and repair electronic equipment used for detection, tracking, recognition, and identification of maritime vessels; operate and maintain radar systems, Interior Communications (IC) circuits, Voyage Management Systems (VMS), alarm systems, ship's control stations, entertainment systems, gyrocompasses, Central Atmosphere Monitoring Systems (CAMS), liquid level detection and tank level indication circuits, flowmeters, pressure and temperature sensing circuits, valve position indicators, hovering systems, depth control systems, and missile compensation systems; read and interpret schematics and block diagrams; apply general working knowledge of electricity and electronics to repair equipment and interfacing devices; localize malfunctions and repair or replace faulty parts or subassemblies; align, adjust, calibrate, and perform corrective maintenance on navigation equipment; and supervise maintenance, draft naval messages, develop navigation divisional watch bills, maintain navigation division records. Submarine Navigation Technicians work independent and train Submarine Navigation Operators.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Navigation, Communication, and Countermeasure, N.E.C	110200	Electrical and Electronics Repairers, Commercial and Industrial Equipment	49-2094.00	Installation, Maintenance, and Repair

Skills	Abilities
Troubleshooting	*Deductive Reasoning*
Equipment Maintenance	*Problem Sensitivity*
Complex Problem Solving	*Inductive Reasoning*
Systems Analysis	*Selective Attention*
Operation and Control	*Multi-limb Coordination*
Critical Thinking	*Finger Dexterity*
Repairing	*Written Comprehension*
Quality Control Analysis	*Mathematical Reasoning*
Operation Monitoring	*Information Ordering*
Systems Evaluation	*Manual Dexterity*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Create Quality Assurance (QA) packages
E4	NON-CORE	Interpret schematic diagrams
E4	CORE	Maintain navigation messages (e.g. Operational Orders (OPORD), Operations Schedules (OPSKED), Submarine Notices (SUBNOTE), etc.)
E5	CORE	Prepare navigational information data packages
E5	CORE	Prepare piloting and operations briefs
E6	CORE	Verify schematics

CHART PREPARATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Correct nautical charts
E5	CORE	Create parameters for Commanding Officers Safe Operating Envelope (COSOE) (e.g. cross track error, red/yellow sounding, maximum operating depth, etc.)
E5	CORE	Extract required information from navigation publications
E5	CORE	Maintain navigation chart and publication allowances (e.g. inventory, order, update, etc.)
E4	CORE	Plot moving havens

COMMUNICATIONS AND ALARM SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Adjust alarm switchboards
E4	CORE	Adjust amplified communication systems
E4	CORE	Clean pressure alarm sensing devices
E4	CORE	Clean shore telephone systems
E4	CORE	Derig shore telephone lines
E4	CORE	Inspect alarm switchboards
E4	CORE	Inspect amplified communication systems
E4	CORE	Inspect liquid level alarm sensing devices
E4	CORE	Inspect pressure alarm sensing devices
E4	CORE	Inspect shore telephone systems
E4	CORE	Inspect sound-powered telephone systems
E4	CORE	Install Portable Ship Control Units (PSCU)
E5	NON-CORE	Program shore telephone systems
E4	CORE	Remove Portable Ship Control Units (PSCU)
E5	CORE	Repair alarm switchboards
E5	CORE	Repair amplified communication system components (e.g. loud speakers, microphones, amplifiers, etc.)
E4	CORE	Repair liquid level alarm sensing devices
E5	CORE	Repair pressure alarm sensing devices
E4	CORE	Repair shore telephone systems
E4	CORE	Repair sound-powered telephone systems
E4	CORE	Replace amplified communication system components
E4	CORE	Test alarm switchboards
E4	CORE	Test amplified communications system components (e.g. microphones, loudspeakers, intercommunicating stations, etc.)
E4	CORE	Test liquid level alarm sensing devices
E5	CORE	Test pressure alarm sensing devices
E5	CORE	Troubleshoot alarm switchboards

COMMUNICATIONS AND ALARM SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Troubleshoot amplified communication systems components (e.g. microphones, loudspeakers, intercommunicating stations, etc.)
E5	CORE	Troubleshoot Portable Ship Control Units (PSCU)
E5	NON-CORE	Troubleshoot pressure alarm sensing devices
E4	CORE	Troubleshoot shore telephone systems
E4	CORE	Troubleshoot sound-powered telephone systems

ELECTRONIC NAVIGATION SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Adjust Inertial Navigation Systems (INS) and subsystems (e.g. Global Positioning Systems (GPS), Navigation Sonar Systems (NSS), Inertial Navigation Systems (INS) Consoles, etc.)
E5	CORE	Adjust synchro signal amplifiers
E5	CORE	Calibrate Electromagnetic (EM) log indicator transmitters
E4	CORE	Calibrate gyrocompass systems
E5	CORE	Calibrate Inertial Navigation Systems (INS) and subsystems (e.g. Internal Frequency Standards (IFS), Navigation Sonar Systems (NSS), Inertial Navigation Systems (INS) Consoles, etc.)
E4	CORE	Clean Electromagnetic (EM) log indicator transmitters
E4	CORE	Clean synchro signal amplifiers
E4	CORE	Clean Voyage Management System (VMS) components
E5	CORE	Configure navigation subsystem equipment software
E4	CORE	Establish Inertial Navigation Systems (INS) and subsystems required operating condition (e.g. startup, shut down, navigate, etc.)
E4	CORE	Establish required radar operating condition (e.g. startup, shut down, etc.)
E4	CORE	Establish required Voyage Management Systems (VMS) operating condition (e.g. start up, shutdown, etc.)
E5	CORE	Evaluate Inertial Navigation Systems (INS) and subsystems performance (e.g. Global Positioning Systems (GPS), Navigation Sonar Systems (NSS), Inertial Navigation Systems (INS) Consoles, etc.)
E5	CORE	Input navigation and voyage plans into the Voyage Management System (VMS)
E5	CORE	Inspect Electromagnetic (EM) log indicator transmitters
E4	CORE	Inspect gyrocompass systems
E4	CORE	Inspect Inertial Navigation Systems (INS) and subsystems (e.g. Navigation Sonar Systems (NSS), Inertial Navigation Systems (INS) consoles, Navigation Workstations (NWS), etc.)
E4	CORE	Inspect radar system components
E4	NON-CORE	Inspect rodmeters
E5	CORE	Inspect synchro signal amplifiers
E4	CORE	Inspect Voyage Management System (VMS) components
E4	CORE	Interpret fathometer displays

ELECTRONIC NAVIGATION SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Interpret Inertial Navigation System (INS) data
E4	CORE	Interpret radar displays
E4	CORE	Obtain sounding data using fathometers
E5	CORE	Repair Inertial Navigation Systems (INS) and subsystems (e.g. Navigation Workstations (NWS), Navigation Sonar Systems (NSS), Inertial Navigation System (INS) consoles, etc.)
E5	CORE	Replace Electromagnetic (EM) log indicator transmitter components
E5	CORE	Replace radar system components
E5	CORE	Replace Voyage Management System (VMS) components (e.g. drives, screens, peripheral devices, etc.)
E5	CORE	Troubleshoot Electromagnetic (EM) log indicator transmitters and rodmeters
E5	CORE	Troubleshoot gyrocompass systems
E5	CORE	Troubleshoot Inertial Navigation Systems (INS) and subsystems (e.g. Navigation Workstations (NWS), Navigation Sonar Systems (NSS), Inertial Navigation System (INS) consoles, etc.)
E5	CORE	Troubleshoot radar system components
E5	CORE	Troubleshoot synchro signal amplifiers
E5	CORE	Troubleshoot Voyage Management Systems (VMS)

GENERAL ELECTRICAL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust Central Atmosphere Monitoring System (CAMS) equipment
E5	NON-CORE	Adjust data transmission systems
E5	CORE	Adjust mast position indication system components (e.g. limit switches, position switches, proximity magnet switches, etc.)
E5	CORE	Adjust synchro repeater system components
E4	CORE	Adjust valve control system components
E5	CORE	Adjust valve position indicating system components
E4	CORE	Calibrate Central Atmosphere Monitoring System (CAMS) equipment
E5	NON-CORE	Calibrate pressure sensing devices
E5	NON-CORE	Calibrate temperature monitoring systems
E4	CORE	Clean Central Atmosphere Monitoring System (CAMS) equipment
E4	CORE	Clean pressure sensing devices
E4	CORE	Inspect Central Atmosphere Monitoring System (CAMS) equipment
E4	CORE	Inspect flowmeter systems
E4	CORE	Inspect mast position indication system components (e.g. limit switches, position switches, proximity magnet switches, etc.)
E4	CORE	Inspect pressure sensing devices
E5	CORE	Inspect synchro repeaters
E4	CORE	Inspect Tank Level Indicator (TLI) systems

GENERAL ELECTRICAL SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E4	NON-CORE	Inspect temperature monitoring systems
E4	CORE	Inspect valve control system components
E4	CORE	Inspect valve position indicating system components
E4	CORE	Maintain ship's entertainment systems
E5	CORE	Repair flowmeter systems
E5	CORE	Repair pressure sensing devices
E5	NON-CORE	Repair ship's entertainment systems
E5	CORE	Replace Central Atmosphere Monitoring System (CAMS) equipment components
E5	CORE	Replace mast position indicating system components
E4	CORE	Replace navigation lights
E4	CORE	Replace synchro repeater system components
E4	CORE	Replace valve control system components
E4	CORE	Replace valve position indicating system components
E4	CORE	Shutdown Central Atmosphere Monitoring System (CAMS) equipment
E4	CORE	Startup Central Atmosphere Monitoring System (CAMS) equipment
E4	CORE	Test ship's entertainment systems
E5	CORE	Troubleshoot mast position indication system components (e.g. limit switches, position switches, proximity magnet switches, etc.)
E5	CORE	Troubleshoot Central Atmosphere Monitoring System (CAMS) equipment
E5	CORE	Troubleshoot flowmeter system components
E5	NON-CORE	Troubleshoot pressure sensing devices
E4	NON-CORE	Troubleshoot ship's entertainment systems
E5	CORE	Troubleshoot synchro repeaters
E5	CORE	Troubleshoot Tank Level Indicator (TLI) system components
E4	CORE	Troubleshoot valve control system components
E4	CORE	Troubleshoot valve position indication system components

MISCELLANEOUS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Decode signals using Allied Tactical Publications (ATP)
E6	NON-CORE	Encode signals using Allied Tactical Publications (ATP)
E4	CORE	Rig bridge (e.g. dive, surface, in port, etc.)
E4	NON-CORE	Supervise colors

NAVIGATION AND PILOTING

Paygrade	Task Type	Task Statements
E4	CORE	Calculate environmental effects on ship's movements (e.g. wind, tide, set and drift, etc.)
E4	CORE	Compare fathometer readings with charts
E4	CORE	Compare gyrocompass and inertial headings
E4	CORE	Compute advance and transfer
E4	CORE	Compute azimuths
E4	CORE	Compute position uncertainty
E5	CORE	Compute radar and visual offset
E5	NON-CORE	Conduct strike group operations
E4	CORE	Convert between relative bearings and true bearings
E4	CORE	Correlate speed, time, and distance
E5	CORE	Evaluate radar information
E6	CORE	Extract required information from Naval messages (e.g. Operational Orders (OPORD), Operations Schedules (OPSKED), Submarine Notices (SUBNOTE), etc.)
E4	CORE	Fix ship's position (e.g. bearing and range to single point, latitude/longitude, multiple soundings, etc.)
E4	NON-CORE	Identify reduced visibility situations
E4	NON-CORE	Identify signal flags and pennant displays
E4	CORE	Interpret navigation sound signals (e.g. bell, gong, whistle, etc.)
E4	NON-CORE	Monitor Very High Frequency (VHF) equipment while on surface
E4	CORE	Plot weather message information
E4	CORE	Provide courses for ship's positioning (e.g. precision anchoring, storm evasion, contact management, etc.)

POWER GENERATION AND DISTRIBUTION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Align Action Cut-Out (ACO) switchboards
E4	CORE	Inspect Action Cut-Out (ACO) switchboard components
E4	CORE	Inspect Interior Communications (IC) switchboards
E5	CORE	Repair Action Cut-Out (ACO) switchboards
E5	CORE	Repair Interior Communications (IC) switchboards
E5	CORE	Troubleshoot Action Cut-Out (ACO) switchboards
E5	CORE	Troubleshoot Interior Communications (IC) switchboards

SHIP CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Adjust Ballast Control Panels (BCP)
E5	CORE	Adjust depth control systems (e.g. hovering, forward hovering, missile compensation, etc.)
E5	CORE	Adjust depth sensing system components
E5	CORE	Adjust Ship's Control Panels (SCP)
E5	CORE	Adjust ship's control system components (e.g. planes angle transmitters, depth/course rate, Diagnostic and Maintenance Computer (DMAC), etc.)
E5	CORE	Calibrate depth control systems (e.g. hovering, forward hovering, missile compensation, etc.)
E5	CORE	Calibrate depth sensing system components
E4	CORE	Inspect Ballast Control Panels (BCP)
E4	CORE	Inspect depth control systems (e.g. hovering, forward hovering, missile compensation, etc.)
E4	CORE	Inspect depth sensing system components
E4	CORE	Inspect Ship's Control Panels (SCP)
E4	CORE	Inspect ship's control system components (e.g. planes angle transmitters, depth/course rate, Remote Interface Controllers (RIC), etc.)
E5	CORE	Remove depth sensing system components
E5	CORE	Repair Ballast Control Panels (BCP)
E5	CORE	Repair depth control systems (e.g. hovering, forward hovering, missile compensation, etc.)
E5	CORE	Repair Ship's Control Panel (SCP) components (e.g. Engine Order Telegraph (EOT), Diving Officers Control Panel (DOCP), Diving Officers Indicator Panel (DOIP), etc.)
E5	CORE	Repair ships control system components (e.g. Position Control Units (PCU), feedback transmitters, auxiliary indications, etc.)
E5	CORE	Replace depth sensing system components
E4	CORE	Replace ship's angle indicator system components (e.g. planes indicators, depth/course rate, depth/course error, etc.)
E5	CORE	Troubleshoot Ballast Control Panels (BCP)
E5	CORE	Troubleshoot depth control systems (e.g. hovering, forward hovering, missile compensation, etc.)
E5	CORE	Troubleshoot depth sensing systems
E4	CORE	Troubleshoot ship's angle indicator systems
E5	CORE	Troubleshoot Ship's Control Panels (SCP)
E5	CORE	Troubleshoot ship's control system components (e.g. Position Control Units (PCU), feedback transmitters, auxiliary indications, etc.)

Job Title **Job Code**

Submarine Navigation Manager 001192

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	SUBMARINE NAVIGATION MANAGER	SUB NAV MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ETV	NECs may include 14GM, 14NM, 14NP, 14NV, 14TK, and 14XM

Job Description

Submarine Navigation Managers develop and assess navigation training, audit division records, coordinate division maintenance, and coordinate equipment modifications; review naval correspondence, develop watch bills, and develop shipboard navigation instructions; evaluate piloting team performance; monitor maintenance quality control; supervise the repair of electronic systems and subsystems; use accounting procedures to maintain control of inventories and work flow; estimate time and support required for repair of equipment; provide technical and supervisory liaison between work centers; oversee the inventory, updating, and correcting of navigation charts and publications; develop navigation plans and voyage plans based on assigned operational tasking; stand watch as assistants to officers of the deck and navigator; train and supervise the Submarine Navigation Operators and Submarine Navigation Technicians in the performance of their assigned tasks; and advise the Officer of the Deck (OOD), Navigator, and Commanding Officer regarding the Navigation Rules and Regulations, current operations, and navigation requirements. Submarine Navigation Managers are very senior Electronics Technicians with significant navigation experience.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Navigation, Communication, and Countermeasure, N.E.C	110200	First-Line Supervisors/Managers of Mechanics, Installers, and Repairers	49-1011.00	Installation, Maintenance, and Repair

Skills	Abilities
Critical Thinking	*Mathematical Reasoning*
Mathematics	*Deductive Reasoning*
Complex Problem Solving	*Inductive Reasoning*
Judgment and Decision Making	*Problem Sensitivity*
Reading Comprehension	*Written Comprehension*
Coordination	*Information Ordering*
Management of Personnel Resources	*Selective Attention*
Monitoring	*Number Facility*
Speaking	*Written Expression*
Systems Evaluation	*Oral Expression*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Analyze equipment service logs (e.g. Central Atmosphere Monitoring System (CAMS), Ring Laser Gyro Navigator (RLGN), Ship's Control Station (SCS), etc.)
E6	CORE	Audit navigation records (e.g. deck logs, Voyage Management System (VMS) logs, fathometer logs, etc.)
E7	NON-CORE	Audit Quality Assurance (QA) packages
E6	CORE	Brief navigation operations and piloting requirements
E7	CORE	Evaluate navigation exercises
E4	NON-CORE	Interpret schematic diagrams
E6	CORE	Manage navigation division maintenance programs
E6	CORE	Manage Preventive Maintenance Management Programs (PMMP)
E6	CORE	Manage team training programs (e.g. piloting, strategic navigation, Interior Communication (IC), etc.)

ADMINISTRATION (CONT'D)

Paygrade	Task Type	Task Statements
E7	CORE	Plan operational missions (e.g. strategic patrols, coordinated operations, transits, etc.)
E6	CORE	Prepare local changes to navigation procedures (e.g. Standard Maintenance Procedures (SMP), Maintenance Requirements Cards (MRC), etc.)
E6	CORE	Prepare Naval messages (e.g. Operational Orders (OPORD), Operations Schedules (OPSKED), Submarine Notices (SUBNOTE), etc.)
E7	CORE	Prepare navigation exercises
E5	CORE	Prepare piloting and operations briefs
E6	NON-CORE	Review Quality Assurance (QA) packages
E5	NON-CORE	Supervise Quality Assurance (QA) testing procedures
E7	CORE	Verify local changes to navigation procedures (e.g. Standard Maintenance Procedures (SMP), Maintenance Requirements Cards (MRC), etc.)
E6	CORE	Verify schematics

CHART PREPARATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Create parameters for Commanding Officers Safe Operating Envelope (COSOE) (e.g. cross track error, red/yellow sounding, maximum operating depth, etc.)
E4	CORE	Establish voyage plans (e.g. Plan of Intended Movement (PIM), departure/arrival, Speed of Advance (SOA), etc.)
E5	CORE	Extract required information from navigation publications
E5	CORE	Maintain navigation chart and publication allowances (e.g. inventory, order, update, etc.)
E4	CORE	Plot moving havens
E4	CORE	Plot navigational hazards (e.g. danger ranges, danger bearings, shoal water, etc.)
E6	CORE	Review navigation charts
E5	CORE	Select required charts for proposed transits

ELECTRONIC NAVIGATION SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Calibrate Inertial Navigation Systems (INS) and subsystems (e.g. Internal Frequency Standards (IFS), Navigation Sonar Systems (NSS), Inertial Navigation Systems (INS) Consoles, etc.)
E4	CORE	Establish required Voyage Management Systems (VMS) operating condition (e.g. start up, shutdown, etc.)
E5	CORE	Evaluate Inertial Navigation Systems (INS) and subsystems performance (e.g. Global Positioning Systems (GPS), Navigation Sonar Systems (NSS), Inertial Navigation Systems (INS) Consoles, etc.)
E4	CORE	Interpret fathometer displays
E5	CORE	Interpret Inertial Navigation System (INS) data
E5	CORE	Troubleshoot Voyage Management Systems (VMS)

MISCELLANEOUS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Decode signals using Allied Tactical Publications (ATP)
E6	NON-CORE	Encode signals using Allied Tactical Publications (ATP)
E4	NON-CORE	Supervise colors

NAVIGATION AND PILOTING

Paygrade	Task Type	Task Statements
E5	NON-CORE	Advise Officer of the Deck (OOD) of chain scope required for anchoring
E5	NON-CORE	Advise Officer of the Deck (OOD) of ocean depth and bottom (e.g. while at anchor, during piloting, submerged operations, etc.)
E4	CORE	Calculate environmental effects on ship's movements (e.g. wind, tide, set and drift, etc.)
E4	CORE	Compare fathometer readings with charts
E4	CORE	Compare gyrocompass and inertial headings
E4	CORE	Compute advance and transfer
E4	CORE	Compute azimuths
E4	CORE	Compute position uncertainty
E5	CORE	Compute radar and visual offset
E5	NON-CORE	Conduct strike group operations
E4	CORE	Convert between relative bearings and true bearings
E4	CORE	Correlate speed, time, and distance
E6	CORE	Evaluate piloting team performance
E5	CORE	Evaluate radar information
E7	CORE	Evaluate ship's navigation and piloting information
E6	CORE	Extract required information from Naval messages (e.g. Operational Orders (OPORD), Operations Schedules (OPSKED), Submarine Notices (SUBNOTE), etc.)
E4	CORE	Fix ship's position (e.g. bearing and range to single point, latitude/longitude, multiple soundings, etc.)
E4	NON-CORE	Identify reduced visibility situations
E4	NON-CORE	Identify signal flags and pennant displays
E4	CORE	Interpret navigation sound signals (e.g. bell, gong, whistle, etc.)
E4	NON-CORE	Monitor Very High Frequency (VHF) equipment while on surface
E4	CORE	Obtain visual bearings (e.g. alidade, periscope, seaman's eye, etc.)
E4	CORE	Plot weather message information
E4	CORE	Provide courses for ship's positioning (e.g. precision anchoring, storm evasion, contact management, etc.)
E4	CORE	Provide recommended actions based on Navigation Rules and Regulations
E6	CORE	Supervise navigation teams

CHAPTER 34

FIRE CONTROLMAN
(FC)

NAVPERS 18068-34G
CH-68

Updated: October 2016

TABLE OF CONTENTS
FIRE CONTROLMAN (FC)

SCOPE OF RATING	FC-3
GENERAL INFORMATION	FC-4
FIRE CONTROL OPERATOR	FC-5
AIR WARFARE (AW) OPERATIONS	FC-5
AUXILIARY AND SUPPORT SYSTEMS	FC-6
BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS	FC-6
CREW-SERVED WEAPONS, SMALL ARMS, AND SECURITY	FC-6
EQUIPMENT ADMINISTRATION	FC-6
FIRE CONTROL SYSTEMS	FC-6
NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS	FC-7
STRIKE WARFARE (STW) OPERATIONS	FC-7
SURFACE WARFARE (SUW) OPERATIONS	FC-7
WATCH TEAM OPERATIONS	FC-8
FIRE CONTROL TECHNICIAN	FC-9
AUXILIARY AND SUPPORT SYSTEMS	FC-9
CREW-SERVED WEAPONS, SMALL ARMS, AND SECURITY	FC-9
EQUIPMENT ADMINISTRATION	FC-10
FIRE CONTROL SYSTEMS	FC-10
ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS	FC-11
TECHNICAL CORE FUNDAMENTALS	FC-12
WATCH TEAM OPERATIONS	FC-13
FIRE CONTROL ADMINISTRATOR	FC-14
AIR WARFARE (AW) OPERATIONS	FC-14
AUXILIARY AND SUPPORT SYSTEMS	FC-14
BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS	FC-14
CREW-SERVED WEAPONS, SMALL ARMS, AND SECURITY	FC-15
EQUIPMENT ADMINISTRATION	FC-15
FIRE CONTROL SYSTEMS	FC-16
NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS	FC-16
ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS	FC-16
STRIKE WARFARE (STW) OPERATIONS	FC-16
SURFACE WARFARE (SUW) OPERATIONS	FC-16
TECHNICAL CORE FUNDAMENTALS	FC-17
WATCH TEAM OPERATIONS	FC-17

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

FIRE CONTROLMAN (FC)

SCOPE OF RATING

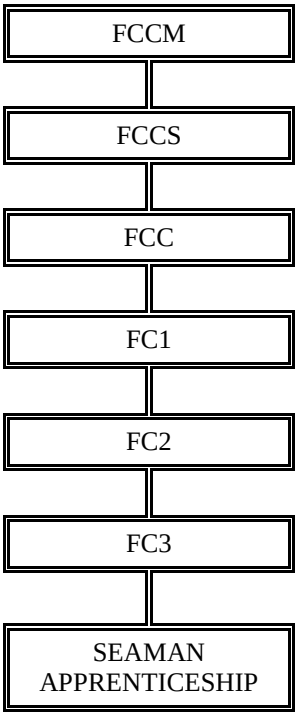
Fire Controlmen (FC) provide weapon direction systems employment recommendations; perform organizational and intermediate maintenance on digital computer equipment, subsystems, and systems; operate and maintain combat and weapons direction systems, radar systems, surface-to-air and surface-to-surface missile systems, and gun fire control systems at the organizational and intermediate level; inspect, test, align, and repair micro/minicomputers and associated peripheral equipment, network systems, data conversion units, data display equipment, data link terminal equipment, print devices, and system related equipment; perform analyses for detailed systems, computer programs, electronics, and electronic casualty control and operate associated built-in and external test equipment; and load, initialize, and run preprogrammed diagnostics, performance and testing routines for digital computer equipment, digital systems, digital subsystems, and overall combat systems.

.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 34.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Fire Control Operator

Job Code

003727

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	FIRE CONTROL OPERATOR	FIRE CNTL OPR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	FC	As assigned by job.

Job Description

Fire Control Operators initialize, configure, operate, and collect data for weapons direction systems, radar systems, displays, and weapon consoles in both tactical and training environments; have a comprehensive knowledge of warfare fundamentals and the fire control problem; must be aware of the tactical and training environments in which they are operating; and provide weapon system employment recommendations.

DoD Relationship

Group Title	*DoD Code*
Missile Guidance and Control	112100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Artillery and Missile Crew Members	55-3014.00	Military Specific

Skills	Abilities
Operation and Control	*Control Precision*
Judgment and Decision Making	*Deductive Reasoning*
Critical Thinking	*Inductive Reasoning*
Complex Problem Solving	*Information Ordering*
Operation Monitoring	*Oral Expression*
Monitoring	*Speed of Closure*
Coordination	*Written Comprehension*
Active Learning	*Problem Sensitivity*
Reading Comprehension	*Selective Attention*
Equipment Selection	*Reaction Time*

AIR WARFARE (AW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze air contacts
E5	CORE	Analyze Air Defense (AD) intelligence data
E6	CORE	Assign air contact priorities
E4	CORE	Assign symbology to air contacts
E4	CORE	Conduct shipboard defense against airborne threats
E6	CORE	Determine air contact classifications
E6	CORE	Determine air engagement Battle Damage Assessments (BDA)
E4	CORE	Engage air contacts with anti-air weapons
E4	CORE	Evaluate air contact information
E4	CORE	Input Air Defense (AD) fire control parameters
E4	CORE	Interpret symbology of air contacts
E7	CORE	Manage battle group Air Defense (AD) operations
E5	CORE	Recommend Air Defense (AD) engagement tactics
E4	CORE	Report air contacts
E4	CORE	Report air engagement Battle Damage Assessment (BDA) information
E4	CORE	Track air contacts
E4	CORE	Update air contact information

AUXILIARY AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure auxiliary air and cooling water systems
E4	CORE	Configure power conversion and distribution systems

BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Analyze Ballistic Missile Defense (BMD) intelligence data
E4	NON-CORE	Analyze space or ballistic contacts
E7	NON-CORE	Assign space contact priorities
E7	NON-CORE	Coordinate Ballistic Missile Defense System (BMDS) asset implementation
E7	NON-CORE	Determine Ballistic Missile Defense (BMD) engagement Battle Damage Assessments (BDA)
E4	NON-CORE	Determine space or ballistic contact classifications
E4	NON-CORE	Engage space contacts with anti-ballistic missiles
E4	NON-CORE	Evaluate space or ballistic contact information
E4	NON-CORE	Input Ballistic Missile Defense (BMD) fire control parameters
E4	NON-CORE	Input space contact priorities
E4	NON-CORE	Interpret symbology of space or ballistic contacts
E6	NON-CORE	Plan Ballistic Missile Defense (BMD) engagements
E4	NON-CORE	Report Ballistic Missile Defense (BMD) engagement Battle Damage Assessment (BDA) information
E4	NON-CORE	Report space or ballistic contacts
E4	NON-CORE	Track space or ballistic contacts
E4	NON-CORE	Update space or ballistic contact information

CREW-SERVED WEAPONS, SMALL ARMS, AND SECURITY

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct crew-served weapons training
E5	NON-CORE	Conduct small arms training
E4	NON-CORE	Engage contacts with crew-served weapons
E5	NON-CORE	Qualify personnel in the use of crew-served weapons
E5	NON-CORE	Qualify personnel in the use of small arms

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Verify installation, testing, and alterations of equipment

FIRE CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure computer and peripheral systems
E4	CORE	Configure gun weapons systems
E4	CORE	Configure informational display systems

FIRE CONTROL SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Configure missile delivery systems
E4	CORE	Configure network systems
E4	CORE	Configure radar systems
E4	CORE	Configure Tactical Display Systems (TDS)
E4	CORE	Configure weapons systems optics
E4	CORE	Download gun weapons systems
E4	CORE	Load missile delivery systems
E5	CORE	Supervise gun weapons systems uploading and downloading
E5	CORE	Supervise missile delivery systems loading and unloading
E4	CORE	Unload missile delivery systems
E4	CORE	Upload gun weapons systems

NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Deliver Naval Surface Fire Support (NSFS) using Surface Warfare (SUW) weapons
E4	NON-CORE	Maintain Naval Surface Fire Support (NSFS) plots
E4	NON-CORE	Perform Naval Surface Fire Support (NSFS) pre-fire system tests
E4	NON-CORE	Review operational orders and pre-assigned fire mission messages
E5	NON-CORE	Supervise Naval Surface Fire Support (NSFS) plots

STRIKE WARFARE (STW) OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Deconflict Over The Water (OTW) flight paths with surface contacts
E4	NON-CORE	Engage targets with land attack weapons
E5	NON-CORE	Monitor Strike Warfare (STW) fire control system operations
E6	NON-CORE	Recommend Strike Warfare (STW) engagement tactics

SURFACE WARFARE (SUW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze surface contacts
E5	CORE	Analyze Surface Warfare (SUW) intelligence data
E6	CORE	Assign surface contact priorities
E5	CORE	Assign symbology to surface contacts
E6	CORE	Compare surface weapons targeting solutions
E4	CORE	Conduct shipboard defense against surface threats
E7	CORE	Coordinate inorganic Surface Warfare (SUW) assets
E4	CORE	Correlate Surface Warfare (SUW) targeting data
E6	CORE	Determine surface contact classifications
E6	CORE	Determine surface engagement Battle Damage Assessments (BDA)
E4	CORE	Engage surface contacts with anti-surface weapons
E4	CORE	Evaluate surface contact information
E4	CORE	Input Surface Warfare (SUW) fire control parameters
E4	CORE	Interpret symbology of surface contacts

SURFACE WARFARE (SUW) OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E7	CORE	Manage battle group Surface Warfare (SUW) operations
E6	CORE	Manage shipboard Surface Warfare (SUW) operations
E6	CORE	Plan Surface Warfare (SUW) engagements
E4	CORE	Recommend ships movements to prosecute Contacts of Interest (COI)
E4	CORE	Recommend Surface Warfare (SUW) engagement tactics
E4	CORE	Report surface contacts
E4	CORE	Report surface engagement Battle Damage Assessment (BDA) information
E4	CORE	Track surface contacts
E4	CORE	Update surface contact information

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze combat systems equipment status
E4	CORE	Analyze tactical operations data
E4	CORE	Analyze threat weapons data
E4	NON-CORE	Calculate environmental range predictions
E4	CORE	Configure systems to Commanding Officer's (CO) tactical orders
E6	CORE	Direct execution of warfare commanders intentions
E4	CORE	Execute Combat Information Center (CIC)/Combat Direction Center (CDC) doctrines
E4	CORE	Execute Commanding Officer's (CO) tactical orders
E4	NON-CORE	Interpret Naval messages
E4	NON-CORE	Manage database information
E4	CORE	Monitor assignment and engagement status of own ships weapons systems
E4	CORE	Prepare Combat Information Center (CIC)/Combat Direction Center (CDC) for special evolutions
E4	CORE	Review watch-related operational references (e.g., Rules of Engagement (ROE), tactical publications, etc.)
E4	CORE	Transition own ships weapons systems between conditions of readiness
E4	CORE	Update plotting and status boards

Job Title

Fire Control Technician

Job Code

003728

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	FIRE CONTROL TECHNICIAN	FIRE CTRL TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	FC	As assigned by job.

Job Description

Fire Control Technicians maintain, troubleshoot, repair, and collect data for auxiliary equipment, network systems, computers, computer peripherals, displays, radar systems, shipboard optics, weapon and weapon delivery systems, and Micro-Miniature (2M) and fiber optics repair at the organizational and intermediate maintenance level; load and unload ordnance; operate, and maintain ordnance handling equipment; and review and maintain system logs and records.

DoD Relationship

Group Title	*DoD Code*
Missile Guidance and Control	112100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Artillery and Missile Crew Members	55-3014.00	Military Specific

Skills	Abilities
Quality Control Analysis	*Problem Sensitivity*
Reading Comprehension	*Control Precision*
Troubleshooting	*Written Comprehension*
Equipment Maintenance	*Deductive Reasoning*
Complex Problem Solving	*Inductive Reasoning*
Systems Evaluation	*Manual Dexterity*
Operation Monitoring	*Information Ordering*
Repairing	*Oral Expression*
Management of Material Resources	*Written Expression*
Monitoring	*Dynamic Strength*

AUXILIARY AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure auxiliary air and cooling water systems
E4	CORE	Configure power conversion and distribution systems
E4	CORE	Perform preventive maintenance on auxiliary air and cooling water systems
E4	CORE	Perform preventive maintenance on power conversion and distribution systems
E4	CORE	Repair auxiliary air and cooling water systems
E4	CORE	Repair power conversion and distribution systems
E4	CORE	Test auxiliary air and cooling water systems
E4	CORE	Test power conversion and distribution systems
E4	CORE	Troubleshoot auxiliary air and cooling water systems
E4	CORE	Troubleshoot power conversion and distribution systems

CREW-SERVED WEAPONS, SMALL ARMS, AND SECURITY

Paygrade	Task Type	Task Statements
E4	NON-CORE	Maintain crew-served weapons
E4	NON-CORE	Mount crew-served weapons
E4	NON-CORE	Perform preventive maintenance on Anti-Terrorism Force Protection (ATFP) equipment
E4	NON-CORE	Perform preventive maintenance on crew-served weapon mounts and stands
E4	NON-CORE	Perform preventive maintenance on small arms
E4	NON-CORE	Perform preventive maintenance on Visit Board Search and Seizure (VBSS) equipment

CREW-SERVED WEAPONS, SMALL ARMS, AND SECURITY (CONT'D)

Paygrade	Task Type	Task Statements
E4	NON-CORE	Repair crew-served weapons
E4	NON-CORE	Repair small arms
E4	NON-CORE	Troubleshoot crew-served weapons
E4	NON-CORE	Troubleshoot small arms

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Collect equipment and system status data
E4	CORE	Conduct Combat Systems Alignments (CSA)
E4	CORE	Document equipment status
E4	CORE	Inspect work areas, tools, and equipment
E4	CORE	Inventory controlled equipment
E4	CORE	Inventory fire control system software and firmware
E4	CORE	Inventory fire control test equipment
E4	NON-CORE	Inventory Maintenance Assistance Modules (MAM)
E5	CORE	Maintain fire control system password accounts
E5	NON-CORE	Monitor network for vulnerabilities
E4	CORE	Process technical briefs, notices, and bulletins
E4	CORE	Provide equipment installation and alteration assistance
E5	CORE	Supervise controlled equipment inventories
E5	CORE	Supervise equipment installations, testing, and alterations
E5	CORE	Supervise fire control system software and firmware operations
E5	CORE	Supervise fire control test equipment inventories
E5	CORE	Supervise Maintenance Assistance Modules (MAM) usage
E5	CORE	Supervise work center equipment and system configuration and maintenance operations
E4	CORE	Update fire control system software and firmware
E6	CORE	Verify installation, testing, and alterations of equipment

FIRE CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Perform preventive maintenance on computer and peripheral systems
E4	CORE	Perform preventive maintenance on gun weapons systems
E4	CORE	Perform preventive maintenance on missile delivery systems
E4	CORE	Perform preventive maintenance on network systems
E4	CORE	Perform preventive maintenance on radar systems
E4	CORE	Perform preventive maintenance on Tactical Display Systems (TDS)
E4	CORE	Perform preventive maintenance on weapons systems optics
E4	CORE	Repair computer and peripheral systems
E4	CORE	Repair gun weapons systems
E4	CORE	Repair missile delivery systems
E4	CORE	Repair network systems
E4	CORE	Repair radar systems

FIRE CONTROL SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Repair Tactical Display Systems (TDS)
E4	CORE	Repair weapons systems optics
E4	CORE	Test computer and peripheral systems
E4	CORE	Test gun weapons systems
E4	CORE	Test missile delivery systems
E4	CORE	Test network systems
E4	CORE	Test radar systems
E4	CORE	Test Tactical Display Systems (TDS)
E4	CORE	Test weapons systems optics
E4	CORE	Troubleshoot computer and peripheral systems
E4	CORE	Troubleshoot gun weapons systems
E4	CORE	Troubleshoot missile delivery systems
E4	CORE	Troubleshoot network systems
E4	CORE	Troubleshoot radar systems
E4	CORE	Troubleshoot Tactical Display Systems (TDS)
E4	CORE	Troubleshoot weapons systems optics

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Inspect ordnance
E4	CORE	Inspect ordnance containers
E4	CORE	Inspect ordnance magazines and lockers
E4	CORE	Inventory ordnance
E4	CORE	Perform Material Handling Equipment (MHE) operations
E4	CORE	Perform Ordnance Handling Equipment (OHE) operations
E4	CORE	Perform preventive maintenance on magazine equipment
E4	NON-CORE	Perform preventive maintenance on magazine sprinkler systems
E4	NON-CORE	Perform preventive maintenance on Material Handling Equipment (MHE)
E5	NON-CORE	Perform preventive maintenance on ordnance containers
E4	NON-CORE	Perform preventive maintenance on Ordnance Handling Equipment (OHE)
E4	CORE	Perform preventive maintenance on ordnance magazines and lockers
E4	NON-CORE	Perform preventive maintenance on weapons hoists
E4	CORE	Perform weapons casualty procedures
E4	NON-CORE	Perform weapons hoist operations
E4	CORE	Prepare ordnance for transporting
E4	NON-CORE	Repair magazine equipment
E5	NON-CORE	Repair magazine sprinkler systems
E4	NON-CORE	Repair Material Handling Equipment (MHE)
E5	NON-CORE	Repair ordnance containers
E4	NON-CORE	Repair Ordnance Handling Equipment (OHE)
E5	NON-CORE	Repair weapons hoists

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Stow naval ordnance
E5	NON-CORE	Supervise magazine and locker inspections
E6	CORE	Supervise Material Handling Equipment (MHE) testing
E6	CORE	Supervise Ordnance Handling Equipment (OHE) testing
E5	CORE	Supervise ordnance handling evolutions
E5	CORE	Supervise ordnance inspections
E5	CORE	Supervise ordnance stowage operations
E5	CORE	Supervise weapons casualty evolutions
E5	NON-CORE	Test magazine sprinkler systems
E5	NON-CORE	Test Material Handling Equipment (MHE)
E5	NON-CORE	Test Ordnance Handling Equipment (OHE)
E5	NON-CORE	Test weapons hoists
E4	CORE	Transport naval ordnance
E5	NON-CORE	Troubleshoot magazine equipment
E5	NON-CORE	Troubleshoot magazine sprinkler systems
E4	NON-CORE	Troubleshoot Material Handling Equipment (MHE)
E4	NON-CORE	Troubleshoot Ordnance Handling Equipment (OHE)
E5	NON-CORE	Troubleshoot weapons hoists
E4	CORE	Unpack naval ordnance

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze blueprints and ships drawings
E4	CORE	Analyze electronic schematics
E4	CORE	Analyze mechanical drawings
E4	CORE	Analyze plumbing and valve drawings
E4	CORE	Analyze technical manuals
E4	CORE	Configure combat systems equipment
E4	CORE	Control Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) effects on fire control systems
E4	CORE	Perform basic soldering on electrical and electronic equipment
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures (e.g., casualty responses/operations, normal operations, energize/de-energize equipment, etc.)
E4	CORE	Perform corrosion prevention and control procedures on fire control systems
E4	CORE	Perform preventive maintenance on fiber optic cables and connectors
E4	CORE	Perform preventive maintenance on interconnecting cables and connectors
E4	CORE	Perform preventive maintenance on power supplies
E4	CORE	Perform preventive maintenance on valves
E4	CORE	Repair Alternating Current and Direct Current (AC/DC) motors
E4	NON-CORE	Repair fiber optic cables and connectors
E4	CORE	Repair interconnecting cables and connectors

TECHNICAL CORE FUNDAMENTALS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Repair power supplies
E4	CORE	Repair valves
E4	CORE	Test Alternating Current and Direct Current (AC/DC) motors
E4	CORE	Test communication systems
E4	CORE	Test fiber optic cables and connectors
E4	CORE	Test interconnecting cables and connectors
E4	CORE	Test power supplies
E4	CORE	Test valves
E4	CORE	Troubleshoot Alternating Current (AC) circuits
E4	CORE	Troubleshoot Alternating Current and Direct Current (AC/DC) motors
E4	CORE	Troubleshoot digital circuits
E4	CORE	Troubleshoot Direct Current (DC) circuits
E4	CORE	Troubleshoot electromechanical (synchros/servo) systems
E4	NON-CORE	Troubleshoot fiber optic cables and connectors
E4	CORE	Troubleshoot interconnecting cables and connectors
E4	CORE	Troubleshoot power supplies
E4	CORE	Troubleshoot Radio Frequency (RF) circuits
E4	CORE	Troubleshoot valves
E5	CORE	Update Combat Systems Operational Sequencing System (CSOSS)

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Transition own ships weapons systems between conditions of readiness

Job Title **Job Code**

Fire Control Administrator 003729

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	FIRE CONTROL ADMINISTRATOR	FIRE CTRL ADMN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	FC	As assigned by job.

Job Description

Fire Control Administrators manage and supervise the operation and maintenance of weapons systems in both tactical and training environments; collect administrative data from various shipboard systems to maintain combat readiness; plan and evaluate weapon system exercises/engagements; manage personnel and training operations; and develop and conduct briefs/debriefs for Combat System evolutions.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Missile Guidance and Control	112100	Artillery and Missile Officers	55-1014.00	Military Specific

Skills	Abilities
Monitoring	*Written Comprehension*
Management of Material Resources	*Information Ordering*
Reading Comprehension	*Problem Sensitivity*
Management of Personnel Resources	*Inductive Reasoning*
Quality Control Analysis	*Written Expression*
Complex Problem Solving	*Oral Expression*
Coordination	*Deductive Reasoning*
Operation and Control	*Selective Attention*
Systems Analysis	*Originality*
Critical Thinking	*Fluency of Ideas*

AIR WARFARE (AW) OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Analyze Air Defense (AD) intelligence data
E6	CORE	Assign air contact priorities
E7	CORE	Manage battle group Air Defense (AD) operations
E6	CORE	Manage shipboard Air Defense (AD) operations
E6	CORE	Plan Air Defense (AD) engagements
E7	CORE	Recommend Air Defense (AD) search and engagement plans

AUXILIARY AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Make operational and situational reports

BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Coordinate Ballistic Missile Defense System (BMDS) asset implementation
E7	NON-CORE	Manage Ballistic Missile Defense (BMD) operations
E7	NON-CORE	Manage battle group Ballistic Missile Defense (BMD) operations
E6	NON-CORE	Plan Ballistic Missile Defense (BMD) engagements
E6	NON-CORE	Recommend Ballistic Missile Defense (BMD) engagement tactics
E7	NON-CORE	Recommend Ballistic Missile Defense (BMD) search and engagement plans

CREW-SERVED WEAPONS, SMALL ARMS, AND SECURITY

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct crew-served weapons training
E5	NON-CORE	Conduct small arms training
E4	NON-CORE	Inventory Anti-Terrorism Force Protection (ATFP) equipment
E4	NON-CORE	Inventory small arms
E4	NON-CORE	Inventory Visit Board Search and Seizure (VBSS) equipment
E6	NON-CORE	Manage crew-served weapons qualifications
E6	NON-CORE	Manage small arms inventories
E5	NON-CORE	Manage small arms qualifications
E5	NON-CORE	Monitor crew-served weapons operations
E6	NON-CORE	Monitor small arms qualifications
E5	NON-CORE	Qualify personnel in the use of crew-served weapons
E5	NON-CORE	Qualify personnel in the use of small arms
E7	NON-CORE	Transfer custody of small arms

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve equipment installations, testing, and alterations
E4	CORE	Document equipment status
E6	CORE	Draft fire control equipment Standard Operating Procedures (SOP), Temporary Standing Orders (TSO), and Departure From Specifications (DFS)
E4	CORE	Inventory controlled equipment
E4	CORE	Inventory fire control system software and firmware
E4	CORE	Inventory fire control test equipment
E4	NON-CORE	Inventory Maintenance Assistance Modules (MAM)
E7	CORE	Manage Combat Systems Alignment (CSA) evolutions
E6	CORE	Manage controlled equipment
E7	CORE	Manage divisional equipment and system configuration and maintenance operations
E7	CORE	Manage equipment Casualty Reporting (CASREP) process
E7	CORE	Manage equipment certifications and recertifications
E7	NON-CORE	Manage fire control system password accounts
E6	CORE	Manage fire control system software and firmware operations
E6	CORE	Manage fire control test equipment
E6	NON-CORE	Monitor fire control system password accounts
E5	CORE	Supervise controlled equipment inventories
E6	CORE	Supervise divisional equipment and system configuration and maintenance operations
E5	CORE	Supervise equipment installations, testing, and alterations
E5	CORE	Supervise fire control test equipment inventories

EQUIPMENT ADMINISTRATION (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Supervise work center equipment and system configuration and maintenance operations
E7	CORE	Verify fire control equipment Standard Operating Procedures (SOP), Temporary Standing Orders (TSO), and Departure From Specifications (DFS)
E6	CORE	Verify installation, testing, and alterations of equipment

FIRE CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E6	CORE	Analyze fire control systems data

NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Analyze operational orders and pre-assigned fire mission messages
E6	NON-CORE	Plan Naval Surface Fire Support (NSFS) engagements

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate gun weapons systems uploading and downloading operations
E7	CORE	Coordinate missile delivery systems loading and unloading operations
E7	CORE	Coordinate ordnance handling evolutions
E7	CORE	Coordinate ordnance stowage
E4	CORE	Inventory ordnance
E6	CORE	Manage magazine and locker inspections
E6	CORE	Manage ordnance handling evolutions
E6	NON-CORE	Manage ordnance stowage evolutions
E7	CORE	Monitor ordnance handling evolutions
E7	CORE	Monitor ordnance inspections
E6	CORE	Monitor weapons casualty evolutions
E7	NON-CORE	Supervise magazine sprinkler systems testing
E6	CORE	Supervise Material Handling Equipment (MHE) testing
E6	CORE	Supervise Ordnance Handling Equipment (OHE) testing
E7	NON-CORE	Transfer custody of ordnance

STRIKE WARFARE (STW) OPERATIONS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Manage battle group Strike Warfare (STW) operations
E7	NON-CORE	Manage shipboard Strike Warfare (STW) operations
E6	NON-CORE	Recommend Strike Warfare (STW) engagement tactics

SURFACE WARFARE (SUW) OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Analyze Surface Warfare (SUW) intelligence data
E6	CORE	Assign surface contact priorities
E7	CORE	Coordinate inorganic Surface Warfare (SUW) assets
E7	CORE	Manage battle group Surface Warfare (SUW) operations

SURFACE WARFARE (SUW) OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E6	CORE	Manage shipboard Surface Warfare (SUW) operations
E6	CORE	Plan Surface Warfare (SUW) engagements
E7	CORE	Recommend Surface Warfare (SUW) search and engagement plans

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E7	CORE	Manage safety programs and instructions (e.g., aloft, electrical equipment, etc.)
E5	CORE	Update Combat Systems Operational Sequencing System (CSOSS)

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Combat Information Center (CIC)/Combat Direction Center (CDC) doctrine reviews
E6	CORE	Direct transition of Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E6	CORE	Manage Combat Information Center (CIC)/Combat Direction Center (CDC) doctrine statements
E6	CORE	Manage Combat Information Center (CIC)/Combat Direction Center (CDC) during casualty conditions
E6	CORE	Perform external communications (ship-to-ship, ship-to-shore)
E6	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) during special evolutions
E6	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) watch team performance
E6	NON-CORE	Supervise Overall Combat Systems Operability Testing (OCSOT)
E5	CORE	Verify systems configurations to Commanding Officer's (CO) tactical orders

CHAPTER 35

FIREMAN
(FN)

NAVPERS 18068-35A
CH-52

Updated: October 2012

TABLE OF CONTENTS
FIREMAN (FN)

SCOPE OF RATING	**FN-3**
GENERAL INFORMATION	**FN-4**
FIREMAN	**FN-5**
ELECTRIAL SYSTEMS OPERATIONS	FN-5
ENGINEERING DRAWINGS ANALYSIS	FN-5
MECHANICAL MAINTENANCE	FN-5
MECHANICAL SYSTEMS OPERATIONS	FN-6
NAVAL ORIENTATION AND ORGANIZATION	FN-7
WATCHSTANDING	FN-7

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

FIREMAN (FN)

APPRENTICESHIP

SCOPE OF RATING

Firemen (FN) stand engineering watches; clean, paint, and preserve engineering spaces and equipment; perform minor maintenance and repairs to engineering equipment; operate tools and test equipment; record readings of gages; and read and use engineering drawings.

This Occupational Standard is to be incorporated in Chapter 35, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 35.

PATHS OF ADVANCEMENT OF ENLISTED PERSONNEL

CAREER PATHS FOR THE FIREMAN (FN) APPRENTICESHIP

RATING TITLE	E-4	E-5	E-6	E-7	E-8	E-9
DAMAGE CONTROLMAN	DC3	DC2	DC1	DCC	DCCS	DCCM
ELECTRICIAN'S MATE	EM3	EM2	EM1	EMC	EMCS	EMCM
ENGINEMAN	EN3	EN2	EN1	ENC	ENCS	ENCM
GAS TURBINE SYSTEM TECHNICIAN	GSE3 GSM3	GSE2 GSM2	GSE1 GSM1	GSEC GSMC	GSCS	GSCM
HULL MAINTENANCE TECHNICIAN	HT3	HT2	HT1	HTC	HTCS	HTCM
MACHINERY REPAIRMAN	MR3	MR2	MR1	MRC	MRCS	MRCM
MACHINIST'S MATE	MM3	MM2	MM1	MMC	MMCS	MMCM

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

NEBC Job Title

Fireman

NEBC Job Code

002689

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	FIREMAN	FIREMAN

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	FN	N/A

Job Description

Firemen (FN) stand engineering watches; clean, paint, and preserve engineering spaces and equipment; perform minor maintenance and repairs to engineering equipment; operate tools and test equipment; record readings of gages; and read and use engineering drawings.

DoD Relationship

Group Title	*DoD Code*
Non-Occupational	190000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Maintenance and Repair Workers, General	49-9042.00	Installation, Maintenance, and Repair General

Skills

Active Learning
Equipment Maintenance
Equipment Selection
Installation
Operation and Control
Operation Monitoring
Reading Comprehension
Repairing
Social Perceptiveness
Speaking

Abilities

Deductive Reasoning
Dynamic Strength
Information Ordering
Memorization
Oral Comprehension
Oral Expression
Spatial Orientation
Speech Clarity
Visual Color Discrimination
Written Comprehension

ELECTRICAL SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E3	CORE	Identify functions and characteristics of electrical equipment associated with engineering plants (fuses, circuit breakers, switches, controllers, panels and boxes, switchboards, and distribution)

ENGINEERING DRAWINGS ANALYSIS

Paygrade	Task Type	Task Statements
E3	CORE	Know damage control symbology, methods, and procedures of plotting
E3	CORE	Read and use Damage Control (DC) and Engineering Operating Sequencing System (EOSS) drawings
E3	CORE	Read multi-view working drawings

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E3	CORE	Identify basic types and component parts of ship propulsion systems
E3	CORE	Identify basic types and functions of valves
E3	CORE	Identify drive train components including clutch, controllable pitch propeller system, reduction gear, and brake
E3	CORE	Inspect and maintain strainers

E3	CORE	Interpret basic principles of: mass, weight and inertia, force, energy and power, speed, velocity and acceleration, pressure and vacuum, hydraulics and pneumatics, combustion, heat, and temperature
E3	CORE	Interpret principles of main and auxiliary steam cycles
E3	CORE	Perform minor engine maintenance
E3	CORE	Take soundings (compartments, tanks, voids, etc.)
E3	CORE	Read and interpret gages, indicators, and thermometers
E3	CORE	Replace gaskets and repack valves in low pressure systems
E3	CORE	Test tanks and voids for presence of water
E3	CORE	Trace path of air and fuel through gas engines naming essential components through which they pass
E3	CORE	Trace path of main steam from boiler to engine and back to boiler, naming essential fittings, piping, and main machinery through which it passes
E3	CORE	Use and maintain hand tools
E3	CORE	Use chain hoists and jacks
E3	CORE	Use electric and pneumatic power tools
E3	CORE	Use lubricating oils and greases

MECHANICAL SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E3	CORE	Identify functions and characteristics of mechanical systems (refrigeration equipment, anchor windlasses, distilling plants, compressors, steering, cranes, elevators, winches, fire main and flushing, and fresh water)
E3	CORE	Identify functions of auxiliary equipment (air compressors, distilling plants, refrigeration plants, lube oil coolers, main and auxiliary condensers, air ejector condenser assembly, AC and DC generators and motors, pumps, line shaft bearings, stern tube, sytron seal, strut bearing, thrust bearing, jacking gear, and electro-hydraulic gear)
E3	CORE	Know ship's ventilation systems (supply, exhaust, and recirculation)
E3	CORE	Locate auxiliary equipment (air compressors, distilling plants, refrigeration plants, lube oil coolers, main and auxiliary condensers, air ejector condenser assembly, AC and DC generators and motors, pumps, line shaft bearings, stern tube, sytron seal, strut bearing, thrust bearing, jacking gear, and electro-hydraulic gear)
E3	CORE	Locate mechanical systems (refrigeration equipment, anchor windlasses, distilling plants, compressors, steering, cranes, elevators, winches, fire main and flushing, and fresh water)
E3	CORE	Operate centrifugal, reciprocating, and rotary pumps

NAVAL ORIENTATION AND ORGANIZATION

Paygrade	Task Type	Task Statements
E3	CORE	Identify organizational structure of the engineering department

WATCHSTANDING

Paygrade	Task Type	Task Statements
E3	CORE	Stand engineering watches

CHAPTER 36

EXPLOSIVE ORDNANCE DISPOSAL (EOD)

NAVPERS 18068-36 A
CH-62

Updated: April 2015

TABLE OF CONTENTS
EXPLOSIVE ORDNANCE DISPOSAL (EOD)

SCOPE OF RATING	EOD-3
GENERAL INFORMATION	EOD-4
BASIC EXPLOSIVE ORDNANCE DISPOSAL TECHNICIAN	EOD-5
ADMINISTRATION	EOD-5
ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)	EOD-6
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) RESPONSE OPERATIONS	EOD-6
CONVENTIONAL ORDNANCE OPERATIONS	EOD-6
IMPROVISED EXPLOSIVE DEVICE OPERATIONS	EOD-7
LIFE SAVING	EOD-7
MOBILITY	EOD-7
TABLE OF ALLOWANCE (TOA)	EOD-8
UNDERWATER ORDNANCE OPERATIONS	EOD-8
SENIOR EXPLOSIVE ORDNANCE DISPOSAL TECHNICIAN	EOD-9
ADMINISTRATION	EOD-9
ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)	EOD-10
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) RESPONSE OPERATIONS	EOD-10
CONVENTIONAL ORDNANCE OPERATIONS	EOD-11
IMPROVISED EXPLOSIVE DEVICE OPERATIONS	EOD-11
LIFE SAVING	EOD-12
MOBILITY	EOD-12
TABLE OF ALLOWANCE (TOA)	EOD-13
UNDERWATER ORDNANCE OPERATIONS	EOD-13
MASTER EXPLOSIVE ORDNANCE DISPOSAL TECHNICIAN	EOD-15
ADMINISTRATION	EOD-15
ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)	EOD-16
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR EXPLOSIVE (CBRNE) RESPONSE OPERATIONS	EOD-17
CONVENTIONAL ORDNANCE OPERATIONS	EOD-17
IMPROVISED EXPLOSIVE DEVICE OPERATIONS	EOD-18
LIFE SAVING	EOD-18
MOBILITY	EOD-18
TABLE OF ALLOWANCE (TOA)	EOD-19
UNDERWATER ORDNANCE OPERATIONS	EOD-19

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

EXPLOSIVE ORDNANCE DISPOSAL (EOD)

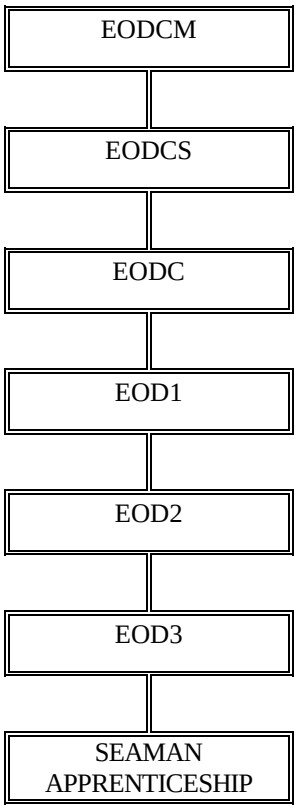
SCOPE OF RATING

Explosive Ordnance Disposal (EOD) Technicians locate, identify, render safe, and explosively dispose of foreign and domestic ordnance including conventional, chemical, biological, nuclear, underwater, and terrorist-type devices, enabling access during military operations in support of Carrier and Expeditionary Strike Groups, Mine Countermeasures, Naval Special Warfare, and Army Special Forces; provide training and assistance for military, federal, state, and local civilian law enforcement agencies in Anti-Terrorism/Force Protection procedures; support and conduct ordnance-related intelligence collection and counter-terrorism operations; operate, maintain, and repair specialized EOD and combat equipment; and maintain required forms, records, correspondence, and files. Duties include performing and supervising open and closed-circuit diving, explosive demolition, parachuting, small arms proficiency, and tactical delivery and extraction by unconventional insertion methods.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 36.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

SPECIAL PHYSICAL REQUIREMENTS

Must meet special physical requirements and pass the EOD physical screening test. Refer to MILPERSMAN 1220-200 for complete program details. Normal color perception and vision, not worse than 20/20, correctable in each eye to 20/20, are required. Refer to Chapter 15 of the Manual of the Medical Department, U.S. Navy for details on these requirements.

CITIZENSHIP/SECURITY REQUIREMENTS

Must have U.S. citizenship and must be eligible for access to classified information. Additionally, applicants must meet reliability standards for assignment to the Personnel Reliability Program (PRP).

OTHER REQUIREMENTS

History of drug abuse is disqualifying.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Basic Explosive Ordnance Disposal Technician 002617

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Construction and Extraction	TBD	BASIC EXPLOSIVE ORD DISPO TEC	EOD TECH BASIC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	EOD	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Basic Explosive Ordnance Disposal (EOD) Technicians perform duties to eliminate ordnance hazards which jeopardize operations conducted in support of the national military strategy; conduct most phases of EOD operations under the guidance of Masters or Senior EOD Technicians; detect, locate, access, identify, render safe, recover, conduct sensitive site exploitation, and final disposal of explosive ordnance; perform diving, parachute insertion, Helicopter Rope Suspension Technique (HRST)/cast; and train in advanced Tactics, Techniques and Procedures (TTPs) for front-line combat operations, the neutralization of Improvised Explosive Devices (IEDs), team mobility, and incident site access.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
EOD/UDT	143100	Explosive Workers, Ordnance Handling Experts, and Blasters	47-5031.00	Construction and Extraction

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Complex Problem Solving	*Spatial Orientation*
Operation and Control	*Inductive Reasoning*
Operation Monitoring	*Problem Sensitivity*
Equipment Selection	*Written Comprehension*
Management of Material Resources	*Manual Dexterity*
Equipment Maintenance	*Oral Expression*
Judgment and Decision Making	*Visualization*
Coordination	*Information Ordering*
Active Listening	*Control Precision*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Conduct security program procedures
E4	CORE	Conduct Sensitive Site Exploitation (SSE)
E4	CORE	Maintain Explosive Ordnance Disposal (EOD) publications and instructions (e.g. Special Weapons Operation Publication (SWOPS), Automated EOD Publication Systems (AEODPS), etc.)
E5	NON-CORE	Perform supply program duties and responsibilities
E4	CORE	Research information on Explosive Ordnance Disposal (EOD) databases (e.g. Special Weapons Operation Publication (SWOPS), Automated EOD Publication Systems (AEODPS), etc.)

ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct burn operations
E4	NON-CORE	Conduct crew served weapons training
E4	CORE	Conduct demolition operations
E4	NON-CORE	Maintain crew served weapon mounts and stands
E4	CORE	Maintain crew served weapons
E4	CORE	Maintain small arms
E4	CORE	Neutralize potential area hostile targets (long range)
E4	CORE	Neutralize potential point hostile targets (close range)
E4	NON-CORE	Perform advanced small arms techniques
E4	CORE	Store demolition materials
E5	CORE	Supervise burn operations
E5	CORE	Supervise demolition operations
E4	CORE	Transport Arms, Ammunition and Explosives (AA&E)

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR EXPLOSIVE (CBRNE) RESPONSE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess hazards during Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E4	CORE	Collect Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance response data
E4	CORE	Conduct continuation of Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response after initial entry
E4	CORE	Conduct initial response for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance
E4	CORE	Decontaminate personnel and equipment (e.g. Emergency Personnel Decontamination Station (EPDS), field expedient, etc.)
E4	CORE	Dispose of chemical and biological ordnance
E4	CORE	Establish protective measures for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E4	CORE	Manage Nuclear, Biological, Chemical (NBC) casualties

CONVENTIONAL ORDNANCE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess hazards during conventional ordnance response
E4	CORE	Collect conventional ordnance response data
E4	CORE	Conduct disposition of grenades and mines
E4	CORE	Conduct final disposition of hazard for conventional response
E4	CORE	Conduct on-site reconnaissance for conventional ordnance response
E4	CORE	Conduct range sweep operations
E4	CORE	Disable hazards during conventional ordnance response

E4	CORE	Establish protective measures for conventional response
E4	CORE	Mitigate flight deck explosive hazards

IMPROVISED EXPLOSIVE DEVICE OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Access hazardous device during Improvised Explosive Devices (IED) response
E4	CORE	Assess Improvised Explosive Devices (IED) hazards
E4	CORE	Clear obstacles and explosive hazards
E4	CORE	Collect Improvised Explosive Devices (IED) response data
E4	CORE	Conduct on-site reconnaissance for Improvised Explosive Devices (IED) response
E5	CORE	Dispose of hazards for Improvised Explosive Devices (IED) response
E4	CORE	Establish protective measures for Improvised Explosive Devices (IED) response
E4	CORE	Render safe hazards during Improvised Explosive Devices (IED) response

LIFE SAVING

Paygrade	Task Type	Task Statements
E4	CORE	Administer combat life-saving medical treatments
E4	CORE	Administer diving medical treatments
E4	CORE	Administer first aid
E4	CORE	Maintain first aid equipment

MOBILITY

Paygrade	Task Type	Task Statements
E4	NON-CORE	Conduct cargo and equipment air insertion operations
E4	CORE	Conduct cast operations
E4	CORE	Conduct dismounted tactical movements
E4	CORE	Conduct fast rope operations
E4	CORE	Conduct mounted tactical movements
E4	CORE	Conduct rappelling operations
E4	CORE	Conduct small boat operations
E4	CORE	Conduct Special Purpose Insertion Extraction (SPIE) operations
E4	CORE	Conduct static line parachute operations
E4	NON-CORE	Launch small boats
E4	CORE	Maintain air operations equipment
E4	NON-CORE	Maintain small boat support equipment
E4	NON-CORE	Maintain small boats
E4	NON-CORE	Perform freefall parachute operations
E4	NON-CORE	Perform parachute packing
E5	CORE	Supervise cast operations
E5	CORE	Supervise fast rope operations
E5	CORE	Supervise rappelling operations
E5	CORE	Supervise Special Purpose Insertion Extraction (SPIE) operations
E6	NON-CORE	Supervise static-line parachute operations

TABLE OF ALLOWANCE (TOA)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct long range reconnaissance
E4	CORE	Conduct remote disruption with explosive tools and equipment
E4	CORE	Conduct remote procedures using Remotely Operated Vehicle (ROV)
E4	CORE	Don mission specific personnel protective equipment for associated hazards
E4	CORE	Establish downrange communications
E4	CORE	Initiate Electronic Countermeasures (ECM)
E4	CORE	Locate ordnance
E4	NON-CORE	Maintain personal equipment
E4	NON-CORE	Operate audio visual equipment
E4	NON-CORE	Operate electronic diagnostic equipment

UNDERWATER ORDNANCE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess hazards during underwater hazard response
E4	CORE	Collect data for underwater hazard response
E4	CORE	Conduct closed circuit Underwater Breathing Apparatus (UBA) dives
E4	CORE	Conduct exploitation procedures
E4	CORE	Conduct final disposition of hazards for underwater response
E4	CORE	Conduct on-site reconnaissance for underwater hazard response
E4	CORE	Conduct open circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dive operations
E4	CORE	Establish protective measures during underwater response
E4	CORE	Maintain diving equipment
E4	NON-CORE	Operate Unmanned Underwater Vehicles (UUVs)
E4	CORE	Prosecute underwater ordnance
E4	CORE	Render safe hazards during underwater hazards response
E5	CORE	Supervise open circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dive operations

Job Title **Job Code**

Senior Explosive Ordnance Disposal Technician 001172

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Construction and Extraction	TBD	SENIOR EXPLOSIVE ORD DISPO TEC	EOD TECH SENOR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	EOD	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Senior Explosive Ordnance Disposal Technicians eliminate hazards from ordnance that jeopardize operations conducted in support of national military strategy; conduct and supervise most phases of EOD operations under the guidance of Master EOD Technicians; detect, locate, access, identify, render safe, recover, conduct sensitive site exploitation, and final disposal of explosive ordnance; perform diving, parachute insertion, Helicopter Rope Suspension Technique (HRST)/cast; train in advanced Tactics, Techniques and Procedures (TTPs) for front-line combat operations, the neutralization of Improvised Explosive Devices (IEDs), team mobility, and incident site access; and assist Master EOD Technicians in the planning and execution of all EOD operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
EOD/UDT	143100	Explosive Workers, Ordnance Handling Experts, and Blasters	47-5031.00	Construction and Extraction

Skills	Abilities
Critical Thinking	*Spatial Orientation*
Operation and Control	*Deductive Reasoning*
Operation Monitoring	*Inductive Reasoning*
Complex Problem Solving	*Oral Expression*
Management of Material Resources	*Written Comprehension*
Equipment Selection	*Problem Sensitivity*
Management of Personnel Resources	*Manual Dexterity*
Judgment and Decision Making	*Oral Comprehension*
Monitoring	*Information Ordering*
Equipment Maintenance	*Visualization*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	NON-CORE	Assist Master Explosive Ordnance Disposal (EOD) Technician implement training plans
E6	NON-CORE	Assist Master Explosive Ordnance Disposal (EOD) Technician with drill and exercise evaluations
E6	NON-CORE	Assist Master Explosive Ordnance Disposal (EOD) Technician with drill and exercise set-up
E6	NON-CORE	Assist Master Explosive Ordnance Disposal (EOD) Technician with Operational Risk Management (ORM) and safety monitoring
E6	CORE	Collect intelligence information
E4	CORE	Conduct security program procedures
E4	CORE	Conduct Sensitive Site Exploitation (SSE)
E6	CORE	Create intelligence reports
E6	CORE	Evaluate Explosive Ordnance Disposal (EOD) executed drills and exercise
E4	CORE	Maintain Explosive Ordnance Disposal (EOD) publications and instructions (e.g. Special Weapons Operation Publication (SWOPS), Automated EOD Publication Systems (AEODPS), etc.)
E6	CORE	Maintain Explosive Ordnance Disposal (EOD) administrative records

E6	CORE	Manage Operational Risk Management (ORM) and safety programs
E5	NON-CORE	Perform supply program duties and responsibilities
E6	CORE	Report intelligence information
E4	CORE	Research information on Explosive Ordnance Disposal (EOD) databases (e.g. Special Weapons Operation Publication (SWOPS), Automated EOD Publication Systems (AEODPS), etc.)
E6	CORE	Research newly-developed Explosive Ordnance Disposal (EOD) technology and equipment (e.g. exploitation, etc.)

ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct burn operations
E4	NON-CORE	Conduct crew served weapons training
E4	CORE	Conduct demolition operations
E5	NON-CORE	Conduct small arms qualifications
E5	NON-CORE	Conduct small arms training
E4	NON-CORE	Maintain crew served weapon mounts and stands
E4	CORE	Maintain crew served weapons
E6	NON-CORE	Maintain explosive safety programs
E6	NON-CORE	Maintain range facilities
E4	CORE	Maintain small arms
E4	CORE	Neutralize potential area hostile targets (long range)
E4	CORE	Neutralize potential point hostile targets (close range)
E6	NON-CORE	Operate shoot house
E6	NON-CORE	Operate small arms and crew served weapons ranges
E4	NON-CORE	Perform advanced small arms techniques
E5	NON-CORE	Perform Arms, Ammunition, and Explosives (AA&E) program duties and responsibilities
E5	NON-CORE	Perform explosive breeching
E4	CORE	Store demolition materials
E5	CORE	Supervise burn operations
E5	CORE	Supervise demolition operations
E6	CORE	Supervise employment of small arms
E4	CORE	Transport Arms, Ammunition, and Explosives (AA&E)

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR EXPLOSIVE (CBRNE) RESPONSE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess hazards during Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E4	CORE	Collect Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance response data
E4	CORE	Conduct continuation of Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response after initial entry

E4	CORE	Conduct initial response for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance
E4	CORE	Decontaminate personnel and equipment (e.g. Emergency Personnel Decontamination Station (EPDS), field expedient, etc.)
E4	CORE	Dispose of chemical and biological ordnance
E6	CORE	Establish command posts for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance response
E4	CORE	Establish protective measures for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E6	CORE	Manage Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E4	CORE	Manage Nuclear, Biological, Chemical (NBC) casualties
E6	CORE	Provide recommendations for assets during Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance response
E6	CORE	Supervise data collection for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E6	NON-CORE	Supervise response assets for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) devices response

CONVENTIONAL ORDNANCE OPERATIONS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Coordinate assets during conventional ordnance response
E4	CORE	Assess hazards during conventional ordnance response
E4	CORE	Collect conventional ordnance response data
E4	CORE	Conduct disposition of grenades and mines
E4	CORE	Conduct final disposition of hazard for conventional response
E4	CORE	Conduct on-site reconnaissance for conventional ordnance response
E4	CORE	Conduct range sweep operations
E6	NON-CORE	Coordinate response assets for conventional ordnance response
E4	CORE	Disable hazards during conventional ordnance response
E6	CORE	Establish command posts for conventional ordnance response
E4	CORE	Establish protective measures for conventional response
E6	NON-CORE	Manage command and control for conventional ordnance response
E6	CORE	Manage conventional ordnance response
E6	CORE	Manage range operations
E4	CORE	Mitigate flight deck explosive hazards
E6	CORE	Supervise data collection for conventional ordnance response
E6	CORE	Supervise range sweep operations
E6	CORE	Supervise response assets for conventional ordnance response

IMPROVISED EXPLOSIVE DEVICE OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Access hazardous device during Improvised Explosive Devices (IED) response
E4	CORE	Assess Improvised Explosive Devices (IED) hazards

E4	CORE	Clear obstacles and explosive hazards
E4	CORE	Collect Improvised Explosive Devices (IED) response data
E4	CORE	Conduct on-site reconnaissance for Improvised Explosive Devices (IED) response
E6	NON-CORE	Coordinate response assets for Improvised Explosive Devices (IED) response
E6	CORE	Develop Render Safe Procedures (RSP)
E5	CORE	Dispose of hazards for Improvised Explosive Devices (IED) response
E6	CORE	Establish command posts for Improvised Explosive Devices (IED) response
E4	CORE	Establish protective measures for Improvised Explosive Devices (IED) response
E6	NON-CORE	Exercise command and control for Improvised Explosive Devices (IED) response
E4	CORE	Render safe hazards during Improvised Explosive Devices (IED) response
E6	CORE	Supervise access procedures during Improvised Explosive Device (IED) response
E6	CORE	Supervise data collection for Improvised Explosive Devices (IED) response
E6	NON-CORE	Supervise response assets for Improvised Explosive Devices (IED) response

LIFE SAVING

Paygrade	Task Type	Task Statements
E4	CORE	Administer combat life-saving medical treatments
E4	CORE	Administer diving medical treatments
E4	CORE	Administer first aid
E4	CORE	Maintain first aid equipment

MOBILITY

Paygrade	Task Type	Task Statements
E4	NON-CORE	Conduct cargo and equipment air insertion operations
E4	CORE	Conduct cast operations
E4	CORE	Conduct dismounted tactical movements
E4	CORE	Conduct fast rope operations
E4	CORE	Conduct mounted tactical movements
E4	CORE	Conduct rappelling operations
E4	CORE	Conduct small boat operations
E4	CORE	Conduct Special Purpose Insertion Extraction (SPIE) operations
E4	CORE	Conduct static line parachute operations
E4	NON-CORE	Launch small boats
E4	CORE	Maintain air operations equipment
E4	NON-CORE	Maintain small boat support equipment
E4	NON-CORE	Maintain small boats
E4	NON-CORE	Perform freefall parachute operations
E4	NON-CORE	Perform parachute packing
E5	NON-CORE	Perform parachute rigger operations
E6	CORE	Plan mounted movements

E6	NON-CORE	Supervise cargo and equipment air insertion operations
E5	CORE	Supervise cast operations
E6	CORE	Supervise Explosive Ordnance Disposal (EOD) dismounted movements
E6	CORE	Supervise Explosive Ordnance Disposal (EOD) mounted movements
E5	CORE	Supervise fast rope operations
E6	NON-CORE	Supervise free fall parachute operations
E5	CORE	Supervise rappelling operations
E6	CORE	Supervise small boat operations
E5	CORE	Supervise Special Purpose Insertion Extraction (SPIE) operations
E6	NON-CORE	Supervise static-line parachute operations

TABLE OF ALLOWANCE (TOA)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct long range reconnaissance
E4	CORE	Conduct remote disruption with explosive tools and equipment
E4	CORE	Conduct remote procedures using Remotely Operated Vehicle (ROV)
E4	CORE	Don mission specific personnel protective equipment for associated hazards
E4	CORE	Establish downrange communications
E4	CORE	Initiate Electronic Countermeasures (ECM)
E4	CORE	Locate ordnance
E4	NON-CORE	Maintain personal equipment
E4	NON-CORE	Operate audio visual equipment
E4	NON-CORE	Operate electronic diagnostic equipment
E6	CORE	Supervise Remotely Operated Vehicle (ROV) operations

UNDERWATER ORDNANCE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess hazards during underwater hazard response
E4	CORE	Collect data for underwater hazard response
E4	CORE	Conduct closed circuit Underwater Breathing Apparatus (UBA) dives
E4	CORE	Conduct exploitation procedures
E4	CORE	Conduct final disposition of hazards for underwater response
E4	CORE	Conduct on-site reconnaissance for underwater hazard response
E4	CORE	Conduct open circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dive operations
E6	NON-CORE	Coordinate response assets for underwater hazard response
E6	CORE	Establish command posts for underwater hazard response
E4	CORE	Establish protective measures during underwater response
E4	CORE	Maintain diving equipment
E6	CORE	Manage command and control for underwater hazard response
E6	CORE	Manage limpet response
E6	CORE	Manage Mine Countermeasures (MCM) response
E6	CORE	Manage search and recovery operations

E4	NON-CORE	Operate Unmanned Underwater Vehicles (UUV)
E4	CORE	Prosecute underwater ordnance
E4	CORE	Render safe hazards during underwater hazards response
E6	CORE	Supervise closed circuit Underwater Breathing Apparatus (UBA) dive operations
E6	CORE	Supervise data collection for underwater hazard response
E5	CORE	Supervise open circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dive operations
E6	CORE	Supervise Unmanned Underwater Vehicle (UUV) operations

Job Title **Job Code**

Master Explosive Ordnance Disposal Technician 001177

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Construction and Extraction	TBD	EXPLOSIVE ORD DISPOSAL MASTER	EOD MASTER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	EOD	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Master Explosive Ordnance Disposal Technicians are responsible for eliminating ordnance hazards which jeopardize operations conducted in support of the national military strategy; manage and administer certification and quality assurance programs on EOD and diving systems and equipment to include Research, Development, Test, and Evaluation (RDT&E); responsible for training and readiness assessments of the EOD and diving forces; plan, conduct, and supervise all aspects of EOD operations; integrate EOD forces with joint/foreign military and other local/state/federal agencies; assess manpower and resource requirements; and conduct long-range mission planning in support of EOD operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
EOD/UDT	143100	Explosive Workers, Ordnance Handling Experts, and Blasters	47-5031.00	Construction and Extraction

Skills	Abilities
Critical Thinking	*Spatial Orientation*
Operation and Control	*Deductive Reasoning*
Operation Monitoring	*Oral Expression*
Management of Material Resources	*Written Comprehension*
Complex Problem Solving	*Inductive Reasoning*
Monitoring	*Problem Sensitivity*
Equipment Selection	*Manual Dexterity*
Management of Personnel Resources	*Information Ordering*
Judgment and Decision Making	*Oral Comprehension*
Coordination	*Visualization*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Collect intelligence information
E4	CORE	Conduct security program procedures
E4	CORE	Conduct Sensitive Site Exploitation (SSE)
E6	CORE	Create intelligence reports
E6	CORE	Evaluate Explosive Ordnance Disposal (EOD) executed drills and exercise
E7	NON-CORE	Identify resource requirements
E4	CORE	Maintain Explosive Ordnance Disposal (EOD) publications and instructions (e.g. Special Weapons Operation Publication (SWOPS), Automated EOD Publication Systems (AEODPS), etc.)
E6	CORE	Maintain Explosive Ordnance Disposal (EOD) administrative records
E7	CORE	Manage Explosive Ordnance Disposal (EOD) administrative programs
E7	NON-CORE	Manage intelligence programs
E7	NON-CORE	Manage manpower resources
E6	CORE	Manage Operational Risk Management (ORM) and safety programs
E7	NON-CORE	Manage safety programs
E7	NON-CORE	Manage security programs
E7	NON-CORE	Manage supply programs
E5	NON-CORE	Perform supply program duties and responsibilities

E7	NON-CORE	Prepare information briefs
E7	NON-CORE	Provide feedback to exercise participants
E6	CORE	Report intelligence information
E4	CORE	Research information on Explosive Ordnance Disposal (EOD) databases (e.g. Special Weapons Operation Publication (SWOPS), Automated EOD Publication Systems (AEODPS), etc.)
E6	CORE	Research newly-developed Explosive Ordnance Disposal (EOD) technology and equipment (e.g. exploitation, etc.)
E7	NON-CORE	Review newly developed technology and equipment
E7	NON-CORE	Set-up drills and exercises
E7	NON-CORE	Track material readiness

ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct burn operations
E4	NON-CORE	Conduct crew served weapons training
E4	CORE	Conduct demolition operations
E5	NON-CORE	Conduct small arms qualifications
E5	NON-CORE	Conduct small arms training
E4	NON-CORE	Maintain crew served weapon mounts and stands
E4	CORE	Maintain crew served weapons
E6	NON-CORE	Maintain explosive safety programs
E6	NON-CORE	Maintain range facilities
E4	CORE	Maintain small arms
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) database programs
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) inventories
E7	CORE	Manage personnel qualification and certification programs for Arms, Ammunition and Explosives (AA&E)
E7	CORE	Manage transportation and storage of Arms, Ammunition, and Explosives (AA&E)
E4	CORE	Neutralize potential area hostile targets (long range)
E4	CORE	Neutralize potential point hostile targets (close range)
E6	NON-CORE	Operate shoot house
E6	NON-CORE	Operate small arms and crew served weapons ranges
E4	NON-CORE	Perform advanced small arms techniques
E5	NON-CORE	Perform Arms, Ammunition, and Explosives (AA&E) program duties and responsibilities
E5	NON-CORE	Perform explosive breeching
E4	CORE	Store demolition materials
E5	CORE	Supervise burn operations
E5	CORE	Supervise demolition operations
E6	CORE	Supervise employment of small arms
E4	CORE	Transport Arms, Ammunition, and Explosives (AA&E)

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR EXPLOSIVE (CBRNE) RESPONSE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess hazards during Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E4	CORE	Collect Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance response data
E4	CORE	Conduct continuation of Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response after initial entry
E4	CORE	Conduct initial response for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance
E4	CORE	Decontaminate personnel and equipment (e.g. Emergency Personnel Decontamination Station (EPDS), field expedient, etc.)
E4	CORE	Dispose of chemical and biological ordnance
E6	CORE	Establish command posts for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance response
E4	CORE	Establish protective measures for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E6	CORE	Manage Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E4	CORE	Manage Nuclear, Biological, Chemical (NBC) casualties
E6	CORE	Provide recommendations for assets during Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) ordnance response
E6	CORE	Supervise data collection for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) response
E6	NON-CORE	Supervise response assets for Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) devices response

CONVENTIONAL ORDNANCE OPERATIONS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Coordinate assets during conventional ordnance response
E4	CORE	Assess hazards during conventional ordnance response
E4	CORE	Collect conventional ordnance response data
E4	CORE	Conduct disposition of grenades and mines
E4	CORE	Conduct final disposition of hazard for conventional response
E4	CORE	Conduct on-site reconnaissance for conventional ordnance response
E4	CORE	Conduct range sweep operations
E6	NON-CORE	Coordinate response assets for conventional ordnance response
E4	CORE	Disable hazards during conventional ordnance response
E6	CORE	Establish command posts for conventional ordnance response
E4	CORE	Establish protective measures for conventional response
E6	NON-CORE	Manage command and control for conventional ordnance response
E6	CORE	Manage conventional ordnance response
E6	CORE	Manage range operations

E4	CORE	Mitigate flight deck explosive hazards
E6	CORE	Supervise data collection for conventional ordnance response
E6	CORE	Supervise range sweep operations
E6	CORE	Supervise response assets for conventional ordnance response

IMPROVISED EXPLOSIVE DEVICE OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Access hazardous device during Improvised Explosive Devices (IED) response
E4	CORE	Assess Improvised Explosive Devices (IED) hazards
E4	CORE	Clear obstacles and explosive hazards
E4	CORE	Collect Improvised Explosive Devices (IED) response data
E4	CORE	Conduct on-site reconnaissance for Improvised Explosive Devices (IED) response
E6	NON-CORE	Coordinate response assets for Improvised Explosive Devices (IED) response
E6	CORE	Develop Render Safe Procedures (RSP)
E5	CORE	Dispose of hazards for Improvised Explosive Devices (IED) response
E6	CORE	Establish command posts for Improvised Explosive Devices (IED) response
E4	CORE	Establish protective measures for Improvised Explosive Devices (IED) response
E6	NON-CORE	Exercise command and control for Improvised Explosive Devices (IED) response
E7	CORE	Manage Improvised Explosive Device (IED) response
E4	CORE	Render safe hazards during Improvised Explosive Devices (IED) response
E6	CORE	Supervise access procedures during Improvised Explosive Device (IED) response
E6	CORE	Supervise data collection for Improvised Explosive Devices (IED) response
E6	NON-CORE	Supervise response assets for Improvised Explosive Devices (IED) response

LIFE SAVING

Paygrade	Task Type	Task Statements
E4	CORE	Administer combat life-saving medical treatments
E4	CORE	Administer diving medical treatments
E4	CORE	Administer first aid
E4	CORE	Maintain first aid equipment

MOBILITY

Paygrade	Task Type	Task Statements
E4	NON-CORE	Conduct cargo and equipment air insertion operations
E4	CORE	Conduct cast operations
E4	CORE	Conduct dismounted tactical movements
E4	CORE	Conduct fast rope operations
E4	CORE	Conduct mounted tactical movements
E4	CORE	Conduct rappelling operations
E4	CORE	Conduct small boat operations
E4	CORE	Conduct Special Purpose Insertion Extraction (SPIE) operations
E4	CORE	Conduct static line parachute operations

E4	NON-CORE	Launch small boats
E4	CORE	Maintain air operations equipment
E4	NON-CORE	Maintain small boat support equipment
E4	NON-CORE	Maintain small boats
E4	NON-CORE	Perform freefall parachute operations
E4	NON-CORE	Perform parachute packing
E5	NON-CORE	Perform parachute rigger operations
E6	CORE	Plan mounted movements
E6	NON-CORE	Supervise cargo and equipment air insertion operations
E5	CORE	Supervise cast operations
E6	CORE	Supervise Explosive Ordnance Disposal (EOD) dismounted movements
E6	CORE	Supervise Explosive Ordnance Disposal (EOD) mounted movements
E5	CORE	Supervise fast rope operations
E6	NON-CORE	Supervise free fall parachute operations
E5	CORE	Supervise rappelling operations
E6	CORE	Supervise small boat operations
E5	CORE	Supervise Special Purpose Insertion Extraction (SPIE) operations
E6	NON-CORE	Supervise static-line parachute operations

TABLE OF ALLOWANCE (TOA)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct long range reconnaissance
E4	CORE	Conduct remote disruption with explosive tools and equipment
E4	CORE	Conduct remote procedures using Remotely Operated Vehicle (ROV)
E4	CORE	Don mission specific personnel protective equipment for associated hazards
E4	CORE	Establish downrange communications
E4	CORE	Initiate Electronic Countermeasures (ECM)
E4	CORE	Locate ordnance
E4	NON-CORE	Maintain personal equipment
E7	NON-CORE	Maintain tactical support equipment
E4	NON-CORE	Operate audio visual equipment
E4	NON-CORE	Operate electronic diagnostic equipment
E6	CORE	Supervise Remotely Operated Vehicle (ROV) operations

UNDERWATER ORDNANCE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess hazards during underwater hazard response
E4	CORE	Collect data for underwater hazard response
E4	CORE	Conduct closed circuit Underwater Breathing Apparatus (UBA) dives
E4	CORE	Conduct exploitation procedures
E4	CORE	Conduct final disposition of hazards for underwater response
E4	CORE	Conduct on-site reconnaissance for underwater hazard response

E4	CORE	Conduct open circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dive operations
E6	NON-CORE	Coordinate response assets for underwater hazard response
E6	CORE	Establish command posts for underwater hazard response
E4	CORE	Establish protective measures during underwater response
E4	CORE	Maintain diving equipment
E6	CORE	Manage command and control for underwater hazard response
E6	CORE	Manage limpet response
E6	CORE	Manage Mine Countermeasures (MCM) response
E6	CORE	Manage search and recovery operations
E4	NON-CORE	Operate Unmanned Underwater Vehicles (UUV)
E4	CORE	Prosecute underwater ordnance
E4	CORE	Render safe hazards during underwater hazards response
E6	CORE	Supervise closed circuit Underwater Breathing Apparatus (UBA) dive operations
E6	CORE	Supervise data collection for underwater hazard response
E5	CORE	Supervise open circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dive operations
E6	NON-CORE	Supervise response assets for underwater hazard response
E6	CORE	Supervise Unmanned Underwater Vehicle (UUV) operations

CHAPTER 37

FIRE CONTROL TECHNICIAN (FT)

NAVPERS 18068-37E
CH-62

Updated: April 2015

TABLE OF CONTENTS
FIRE CONTROL TECHNICIAN (FT)

SCOPE OF RATING	FT-3
GENERAL INFORMATION	FT-4
COMBAT CONTROL SYSTEMS OPERATOR	FT-5
COMBAT CONTROL SYSTEM MAINTENANCE	FT-5
COMBAT CONTROL SYSTEM OPERATIONS AND EMPLOYMENT	FT-5
CONTACT MANAGEMENT	FT-6
INFORMATION SYSTEMS	FT-6
SUBMARINE-LAUNCHED WEAPONS EMPLOYMENT	FT-7
SUBMARINE-LAUNCHED WEAPONS HANDLING	FT-7
WEAPONS LAUNCH EQUIPMENT MAINTENANCE	FT-7
COMBAT CONTROL SYSTEMS TECHNICIAN	FT-8
COMBAT CONTROL SYSTEM MAINTENANCE	FT-8
COMBAT CONTROL SYSTEM OPERATIONS AND EMPLOYMENT	FT-8
INFORMATION SYSTEMS	FT-9
SUBMARINE-LAUNCHED WEAPONS EMPLOYMENT	FT-9
SUBMARINE-LAUNCHED WEAPONS HANDLING	FT-9
WEAPONS LAUNCH EQUIPMENT MAINTENANCE	FT-10
COMBAT CONTROL SYSTEMS MANAGER	FT-11
COMBAT CONTROL SYSTEM MAINTENANCE	FT-11
COMBAT CONTROL SYSTEM OPERATIONS AND EMPLOYMENT	FT-11
CONTACT MANAGEMENT	FT-11
INFORMATION SYSTEMS	FT-11
SUBMARINE-LAUNCHED WEAPONS EMPLOYMENT	FT-12
SUBMARINE-LAUNCHED WEAPONS HANDLING	FT-12

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

FIRE CONTROL TECHNICIAN (FT)

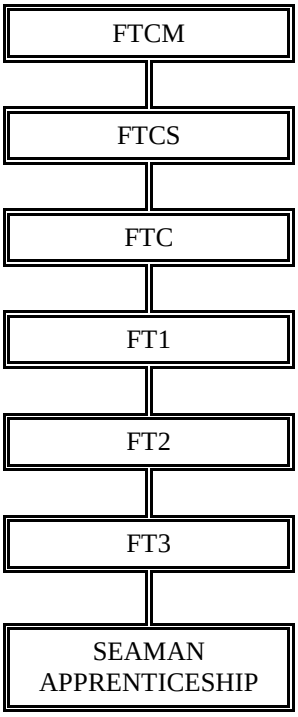
SCOPE OF RATING

Fire Control Technicians (FT) perform organizational and intermediate level maintenance on submarine combat control systems equipment, and associated combat control systems test equipment; operate submarine combat control systems; test submarine combat control systems; operate and maintain combat control systems associated systems; participate in weapons handling functions; and operate and maintain non-tactical computer systems and peripherals.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 37.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Combat Control Systems Operator 001232

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	COMBAT CONTROL SYSTEMS OP	CMBT CTRL OPER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	FT	NECs 1327, 1329

Job Description

Combat Control Systems Operators perform operations and basic preventive level maintenance on complex electronic, electrical, and mechanical submarine combat control equipment and associated systems; operate Command, Control, Communications, Computer, and Intelligence (C4I) systems and peripherals; and participate in weapons handling functions.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Missile Guidance and Control	112100	Military Enlisted Tactical Operations and Air/Weapons Specialists Crew Members	55-3019.00	Military Specific

Skills	Abilities
Operation and Control	*Problem Sensitivity*
Complex Problem Solving	*Deductive Reasoning*
Critical Thinking	*Inductive Reasoning*
Equipment Maintenance	*Information Ordering*
Systems Analysis	*Written Comprehension*
Quality Control Analysis	*Mathematical Reasoning*
Technology Design	*Finger Dexterity*
Troubleshooting	*Control Precision*
Equipment Selection	*Category Flexibility*
Judgment and Decision Making	*Number Facility*

COMBAT CONTROL SYSTEM MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Adjust Combat Control Systems (CCS)
E4	CORE	Maintain Combat Control Systems (CCS)
E6	CORE	Manage Combat Control System (CCS) and Information Assurance (IA) operational logs

COMBAT CONTROL SYSTEM OPERATIONS AND EMPLOYMENT

Paygrade	Task Type	Task Statements
E4	NON-CORE	Construct fire control plots
E4	CORE	Employ Combat Control Systems (CCS)
E4	CORE	Initialize Combat Control Systems (CCS)
E4	CORE	Initialize Global Command and Control System-Maritime (GCCS-M)
E4	CORE	Maintain external countermeasure systems
E4	CORE	Manage Global Command and Control System-Maritime (GCCS-M) chart modules
E4	CORE	Operate Global Command and Control System-Maritime (GCCS-M) chart modules
E4	CORE	Operate sound silencing monitoring equipment

CONTACT MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Calculate contact geometries
E4	CORE	Correlate Electronic Surveillance (ES) systems data for contact management
E4	CORE	Correlate Automatic Identification Systems (AIS) data for contact management
E4	CORE	Correlate radar system data for contact management
E4	CORE	Correlate sonar systems data for contact management
E4	CORE	Correlate visual data for contact management
E4	CORE	Determine contact position using ranging techniques
E4	CORE	Develop contact solutions
E4	CORE	Interpret results of the different Target Motion Analysis (TMA) algorithms used during Combat Control Systems (CCS) target tracking
E4	CORE	Manage Contact Evaluation Plots (CEP)
E4	CORE	Manage fusion plots
E4	CORE	Manage geographic plots
E4	CORE	Manage Over-the-Horizon Targeting (OTH-T) data for contact management
E4	CORE	Manage time frequency plots
E4	CORE	Manage time range plots
E6	CORE	Operate periscopes for contact management
E4	CORE	Perform required contact reports
E4	CORE	Record combat control logs

INFORMATION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Archive tactical systems
E4	CORE	Document system operating errors
E7	CORE	Implement security requirements for fire control systems and spaces
E4	CORE	Inventory removable media
E4	CORE	Maintain electrical/electronic cabling
E4	CORE	Maintain Information Assurance (IA) components
E4	CORE	Operate tactical computer systems
E4	CORE	Test computer systems

SUBMARINE-LAUNCHED WEAPONS EMPLOYMENT

Paygrade	Task Type	Task Statements
E4	CORE	Combat submarine weapons casualties
E4	NON-CORE	Conduct submarine-launched mine operations
E4	CORE	Conduct submarine-launched missile operations
E4	CORE	Conduct submarine-launched torpedo operations
E4	CORE	Interpret torpedo geometries
E4	CORE	Operate Vertical Launch Systems (VLS)
E4	CORE	Operate weapons delivery systems
E4	CORE	Perform weapons emergency procedures

SUBMARINE-LAUNCHED WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	CORE	Perform weapons handling operations
E4	CORE	Test weapons handling systems

WEAPONS LAUNCH EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Adjust external countermeasure systems
E4	CORE	Adjust three inch launcher systems
E4	CORE	Conduct submarine-launched countermeasure operations
E4	CORE	Maintain weapons handling systems
E4	CORE	Test external countermeasure systems
E4	CORE	Test internal countermeasure systems
E4	CORE	Test weapons launch equipment

Job Title **Job Code**

Combat Control Systems Technician 001237

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	COMBAT CONTROL SYSTEMS TEC	CMBT CTRL TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	FT	NECs 11XX, 13XX, 27XX series, 4235, 4247

Job Description

Combat Control Systems Technicians perform advanced combat control system operations as well as apply advanced level maintenance practices to locate and correct malfunctions that are beyond organizational diagnostic routines on complex electronic, electrical, and mechanical submarine combat control equipment and multiple system interfaces; maintain Command, Control, Communications, Computer, and Intelligence (C4I) systems and peripherals; supervise operations, maintenance, and training for personnel within the combat control system division; and participate in weapons handling functions.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Missile Guidance and Control	112100	Electrical and Electronics Repairers, Commercial and Industrial Equipment	49-2094.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation and Control	*Problem Sensitivity*
Troubleshooting	*Deductive Reasoning*
Repairing	*Inductive Reasoning*
Equipment Maintenance	*Finger Dexterity*
Management of Material Resources	*Written Comprehension*
Installation	*Information Ordering*
Complex Problem Solving	*Control Precision*
Equipment Selection	
Quality Control Analysis	
Judgment and Decision Making	

COMBAT CONTROL SYSTEM MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Adjust Combat Control Systems (CCS)
E6	CORE	Coordinate Combat Control System (CCS) maintenance
E4	CORE	Maintain Combat Control Systems (CCS) software
E5	CORE	Repair Combat Control Systems (CCS)
E5	CORE	Troubleshoot Combat Control Systems (CCS)

COMBAT CONTROL SYSTEM OPERATIONS AND EMPLOYMENT

Paygrade	Task Type	Task Statements
E4	CORE	Initialize Combat Control Systems (CCS)
E4	CORE	Initialize Global Command and Control System-Maritime (GCCS-M)
E5	CORE	Manage Global Command and Control System-Maritime (GCCS-M) administration modules
E5	CORE	Operate Global Command and Control System-Maritime (GCCS-M) administration modules

INFORMATION SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Audit Information Assurance (IA) Systems
E5	CORE	Conduct Information Assurance (IA) posture shift operations
E5	CORE	Configure application software
E5	CORE	Configure communication port settings
E5	CORE	Configure Information Assurance (IA) servers
E5	CORE	Configure information security systems
E5	CORE	Configure print managers
E5	CORE	Configure Small Computer System Interface (SCSI) devices
E5	CORE	Configure workstation software
E6	CORE	Coordinate Information Assurance (IA) systems maintenance
E5	CORE	Employ Operating System commands (Linux, Unix)
E5	CORE	Establish remote network log-ins
E6	CORE	Establish user credentials
E6	NON-CORE	Groom Information Systems (IS)
E4	CORE	Install computer components
E4	CORE	Install network components
E5	CORE	Maintain Information Assurance (IA) records
E5	CORE	Repair computer cables
E5	CORE	Repair Information Assurance (IA) systems
E5	CORE	Sanitize virus-infected workstations
E5	CORE	Test fiber optic cables
E5	CORE	Troubleshoot communication line problems
E5	CORE	Troubleshoot fiber optic cables
E5	CORE	Troubleshoot Information Assurance (IA) systems

SUBMARINE-LAUNCHED WEAPONS EMPLOYMENT

Paygrade	Task Type	Task Statements
E5	CORE	Manage submarine-launched missiles
E5	CORE	Manage submarine-launched torpedoes

SUBMARINE-LAUNCHED WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	CORE	Perform weapons transmission checks
E5	CORE	Repair weapons handling systems
E5	CORE	Troubleshoot weapons handling systems

WEAPONS LAUNCH EQUIPMENT MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Adjust external countermeasure systems
E4	CORE	Adjust three inch launcher systems
E4	CORE	Adjust weapons handling systems
E4	CORE	Adjust weapons launch equipment
E6	CORE	Coordinate Weapons Launch Equipment (WLE) maintenance
E4	CORE	Maintain three inch launcher systems
E4	CORE	Maintain weapons launch equipment
E5	CORE	Repair external countermeasure systems
E5	CORE	Repair internal countermeasure systems
E5	CORE	Repair weapons launch equipment
E5	CORE	Troubleshoot external countermeasure systems
E5	CORE	Troubleshoot three inch launcher systems
E5	CORE	Troubleshoot weapons launch equipment

Job Title **Job Code**

Combat Control Systems Manager 001242

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	COMBAT CONTROL SYSTEMS MGR	CMBT CTRL MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	FT	NECs 11XX, 27XX series, 1328, 4235, 4247

Job Description

Combat Control Systems Managers manage Combat Systems division and department-level operations, maintenance, and training and supervise weapons employment and handling functions.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Missile Guidance and Control	112100	First-Line Supervisors of All Other, Tactical Operations Specialists	55-2013.00	Military Specific

Skills	Abilities
Management of Personnel Resources	*Oral Expression*
Coordination	*Problem Sensitivity*
Operation and Control	*Inductive Reasoning*
Monitoring	*Oral Comprehension*
Complex Problem Solving	*Category Flexibility*
Judgment and Decision Making	*Deductive Reasoning*
Management of Material Resources	*Information Ordering*

COMBAT CONTROL SYSTEM MAINTENANCE

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate Combat Control Systems (CCS) equipment modifications

COMBAT CONTROL SYSTEM OPERATIONS AND EMPLOYMENT

Paygrade	Task Type	Task Statements
E7	CORE	Manage submarine-launched countermeasures

CONTACT MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Manage contact management teams
E7	CORE	Manage section tracking parties

INFORMATION SYSTEMS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate Information Assurance (IA) system posture transitions
E6	CORE	Establish network user profiles
E7	CORE	Implement Information Assurance (IA) policies
E7	CORE	Manage Information Assurance (IA) systems

SUBMARINE-LAUNCHED WEAPONS EMPLOYMENT

Paygrade	Task Type	Task Statements
E7	NON-CORE	Employ submarine-launched mines
E7	CORE	Manage submarine weapons casualty procedures
E7	NONCORE	Supervise submarine-launched mine operations
E7	CORE	Supervise submarine-launched missile operations
E7	CORE	Supervise submarine-launched torpedo operations
E7	CORE	Supervise weapons emergency procedures

SUBMARINE-LAUNCHED WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E6	CORE	Manage weapons handling operations
E7	CORE	Supervise ammunition and countermeasure transfers
E7	CORE	Supervise weapons handling operations

CHAPTER 38

GUNNER'S MATE
(GM)

NAVPERS 18068-38F
CH-55

Updated: July 2013

GUNNER'S MATE (GM) TABLE OF CONTENTS

SCOPE OF RATING	GM-3
GENERAL INFORMATION	GM-4
WEAPONS ADMINISTRATOR	GM-5
AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS	GM-5
CREW-SERVED WEAPONS AND SMALL ARMS	GM-5
EQUIPMENT ADMINISTRATION	GM-5
ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS	GM-6
WEAPONS SYSTEMS	GM-6
WEAPONS DELIVERY SYSTEM TECHNICIAN	GM-7
AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS	GM-7
CREW-SERVED WEAPONS AND SMALL ARMS	GM-7
EQUIPMENT ADMINISTRATION	GM-8
ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS	GM-8
TECHNICAL CORE FUNDAMENTALS	GM-10
WEAPONS SYSTEMS	GM-11
SMALL ARMS TECHNICIAN	GM-13
AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS	GM-13
CREW-SERVED WEAPONS AND SMALL ARMS	GM-13
EQUIPMENT ADMINISTRATION	GM-14
ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS	GM-14
SECURITY OPERATIONS	GM-15

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

GUNNER'S MATE (GM)

SCOPE OF RATING

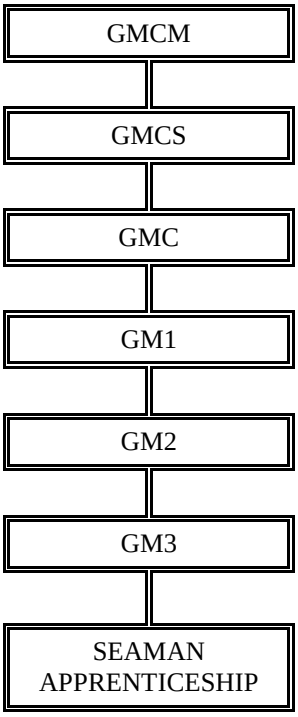
Gunner's Mates (GM) operate, perform, and coordinate organizational and intermediate maintenance on guided missile launching systems, missile launching groups, guns, gun mounts, small arms, and associated handling equipment; make detailed electrical, electronic, hydraulic, and mechanical casualty analyses; inspect, test, analyze, and direct repair of electric, electronic, hydraulic, mechanical, and servo systems; test and inspect ammunition, missiles, and their components; prepare missiles and launching equipment for checkout and firing; test, inspect, and repair magazine sprinkler systems; supervise personnel in handling and stowing of ammunition, missiles, and their components; supervise personnel in small arms qualifications; inspect and direct repair of magazines and ammunition stowage spaces; and supervise crews assigned to ordnance equipment.

.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 38.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Weapons Administrator

Job Code

003730

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Military Specific	TBD	WEAPONS ADMINISTRATOR	WEP ADM

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	GM	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Weapons Administrators maintain the programs that report the utilization and expenditures of explosives and the ordering of ammunition and Weapons; track personnel qualification and certifications; coordinate ammunition load and offload plans; and inspect ordnance, ordnance stowage spaces and fire suppression systems.

DoD Relationship

Group Title	*DoD Code*
Artillery and Gunnery	104100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors/Managers of Weapons Specialists/Crew Members	55-3019.99	Military Specific

Skills	***Abilities***
Operation and Control	*Deductive Reasoning*
Monitoring	*Problem Sensitivity*
Quality Control Analysis	*Speed of Closure*
Management of Material Resources	*Selective Attention*
Coordination	*Auditory Attention*
Management of Personnel Resources	*Inductive Reasoning*
Active Learning	*Information Ordering*
Critical Thinking	*Written Comprehension*
Operation Monitoring	*Written Expression*
Reading Comprehension	*Category Flexibility*

AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Perform external communications (radios, telephones, ship-to-ship, and ship-to-shore)
E4	CORE	Perform internal communications (verbal communications, sound-powered phone, and Internal Voice Communication Systems (IVCS))

CREW-SERVED WEAPONS AND SMALL ARMS

Paygrade	Task Type	Task Statements
E6	CORE	Manage crew-served weapons qualifications
E6	CORE	Manage small arms inventories
E6	CORE	Monitor small arms qualifications
E7	CORE	Transfer custody of small arms

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve installation and alteration of equipment
E7	CORE	Coordinate equipment certifications
E7	CORE	Maintain Arms, Ammunition, and Explosive (AA&E) programs
E7	CORE	Manage alignment of weapons and combat systems equipment
E6	CORE	Manage Arms, Ammunition, and Explosive (AA&E) assets

E7	CORE	Manage Arms, Ammunition, and Explosive (AA&E) programs
E6	CORE	Manage controlled equipment
E6	CORE	Manage work center equipment and system level administration
E6	CORE	Monitor contractor testing
E5	CORE	Sentence Arms, Ammunition, and Explosives (AA&E) assets
E6	CORE	Supervise installation and alteration of equipment

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate ordnance handling evolutions
E6	CORE	Direct cranes
E6	CORE	Manage magazine and locker inspections
E7	CORE	Manage ordnance handling evolutions
E6	CORE	Manage ordnance stowage operations
E7	CORE	Monitor ordnance handling evolutions
E6	CORE	Monitor ordnance inspections
E7	CORE	Monitor weapons casualty evolutions
E6	CORE	Signal cranes
E7	CORE	Supervise magazine sprinkler systems testing
E6	CORE	Test magazine sprinkler systems

WEAPONS SYSTEMS

Paygrade	Task Type	Task Statements
E7	CORE	Analyze gun weapons systems data
E7	CORE	Analyze missile delivery systems data
E6	CORE	Monitor gun weapons systems uploading and downloading
E7	CORE	Monitor missile delivery systems on-load and off-load
E6	CORE	Monitor torpedo delivery systems loading and unloading

Job Title **Job Code**

Weapons Delivery System Technician 003731

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Military Specific	TBD	WEAPONS DELIVERY SYSTEM TEC	WEP DS TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	GM	GM- 0878, 0879, 0880, 0981, 0979, 9536

Job Description

Weapons Delivery Systems Technicians are responsible for major caliber weapons systems which include: Vertical Launching Systems (VLS), 5 inch 54 caliber light weight gun mounts and 76MM Light Weight Gun Mounts; conduct mechanical, electrical, and electronic casualty analysis using technical publications, circuit diagrams and blueprints; repair, maintain, test, and calibrate ordnance equipment, micro-processing equipment; service and repair hydraulic and pneumatic systems; and maintain and repair magazine sprinkler and deluge systems.

DoD Relationship

Group Title	*DoD Code*
Artillery and Gunnery	104100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors/Managers of Weapons Specialists/Crew Members	55-3019.99	Military Specific

Skills	***Abilities***
Equipment Selection	*Manual Dexterity*
Equipment Maintenance	*Deductive Reasoning*
Operation Monitoring	*Problem Sensitivity*
Troubleshooting	*Finger Dexterity*
Complex Problem Solving	*Selective Attention*
Operation and Control	*Written Comprehension*
Coordination	*Control Precision*
Repairing	*Information Ordering*
Quality Control Analysis	*Inductive Reasoning*
Management of Material Resources	*Oral Expression*

AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Operate auxiliary air and cooling water systems
E4	CORE	Perform external communications (radios, telephones, ship-to-ship, and ship-to-shore)
E4	CORE	Perform internal communications (verbal communications, sound-powered phone, and Internal Voice Communication Systems (IVCS))
E4	CORE	Perform preventive maintenance on auxiliary air and cooling water systems
E4	CORE	Repair auxiliary air and cooling water systems
E4	CORE	Test auxiliary air and cooling water systems
E4	CORE	Troubleshoot auxiliary air and cooling water systems

CREW-SERVED WEAPONS AND SMALL ARMS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct crew-served weapons training
E4	CORE	Deploy crew-served weapons
E5	CORE	Monitor crew-served weapons operations
E4	CORE	Operate crew-served weapons
E4	CORE	Perform preventive maintenance on shipboard weapons
E4	CORE	Repair shipboard weapons

E4	CORE	Test shipboard weapons

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Collect equipment and systems status data
E4	CORE	Document equipment status
E4	CORE	Inspect work areas, tools, and electronic systems equipment
E4	CORE	Inventory controlled equipment
E5	CORE	Inventory Maintenance Assistance Modules (MAM)
E4	CORE	Issue Arms, Ammunition, and Explosives (AA&E) assets
E5	CORE	Maintain ordnance management systems databases
E5	CORE	Monitor contractor installations
E4	CORE	Receive custody of Arms, Ammunition, and Explosive (AA&E) assets
E5	NON-CORE	Review technical briefs, notices, and bulletins
E5	CORE	Supervise controlled equipment inventories
E5	CORE	Supervise equipment and system level operations
E5	CORE	Supervise equipment and system level preventive maintenance
E5	CORE	Supervise Maintenance Assistance Modules (MAM) usage

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Inspect ordnance containers
E4	CORE	Inspect ordnance magazines and lockers
E5	CORE	Inventory weapons casualty equipment
E4	CORE	Operate cranes
E4	CORE	Operate magazine equipment
E4	CORE	Operate magazine sprinkler systems
E4	CORE	Operate Material Handling Equipment (MHE)
E4	CORE	Operate Ordnance Handling Equipment (OHE)
E4	CORE	Operate weapons elevators and hoists
E4	CORE	Pack ordnance
E4	CORE	Perform ordnance fuel spill decontamination procedures
E5	CORE	Perform ordnance inspections
E4	CORE	Perform preventive maintenance on fiber optic cables and connectors
E4	CORE	Perform preventive maintenance on magazine equipment
E4	CORE	Perform preventive maintenance on magazine sprinkler systems
E4	CORE	Perform preventive maintenance on Material Handling Equipment (MHE)
E4	CORE	Perform preventive maintenance on ordnance containers

E4	CORE	Perform preventive maintenance on Ordnance Handling Equipment (OHE)
E4	CORE	Perform preventive maintenance on ordnance magazines and lockers
E4	CORE	Perform preventive maintenance on weapons casualty equipment
E4	CORE	Perform preventive maintenance on weapons elevators and hoists
E4	CORE	Perform weapons casualty procedures
E4	CORE	Prepare ordnance
E4	CORE	Repair magazine equipment
E4	CORE	Repair magazine sprinkler systems
E4	CORE	Repair Material Handling Equipment (MHE)
E4	CORE	Repair ordnance containers
E4	CORE	Repair Ordnance Handling Equipment (OHE)
E4	CORE	Repair weapons casualty equipment
E4	CORE	Repair weapons elevators and hoists
E4	CORE	Stow ordnance
E5	CORE	Supervise magazine and locker inspections
E4	CORE	Supervise Material Handling Equipment (MHE) operations
E5	CORE	Supervise ordnance fuel spill decontamination procedures
E5	CORE	Supervise Ordnance Handling Equipment (OHE) testing
E5	CORE	Supervise ordnance handling evolutions
E5	CORE	Supervise ordnance inspections
E5	CORE	Supervise ordnance stowage operations
E5	CORE	Supervise weapons casualty evolutions
E4	CORE	Test Material Handling Equipment (MHE)
E4	CORE	Test Ordnance Handling Equipment (OHE)
E4	CORE	Test weapons casualty equipment
E5	CORE	Test weapons elevators
E4	CORE	Test weapons hoist
E5	CORE	Transfer ordnance
E4	CORE	Troubleshoot magazine equipment
E4	CORE	Troubleshoot magazine sprinkler systems
E4	CORE	Troubleshoot Material Handling Equipment (MHE)
E4	CORE	Troubleshoot Ordnance Handling Equipment (OHE)
E4	CORE	Troubleshoot weapons casualty equipment
E4	CORE	Troubleshoot weapons elevators and hoists
E4	CORE	Unpack ordnance

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Align weapons systems and combat systems equipment
E4	NON-CORE	Identify the effects of Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI)
E4	NON-CORE	Interpret blueprints and ships drawings
E4	NON-CORE	Interpret electronic schematics
E4	NON-CORE	Interpret mechanical drawings
E4	NON-CORE	Interpret plumbing and valve drawings
E4	NON-CORE	Interpret technical manuals
E4	CORE	Operate General Purpose Test Equipment (GPTE)
E4	CORE	Operate Special Purpose Test Equipment (SPTE)
E4	CORE	Perform basic soldering on electrical and electronic equipment
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures for casualty operations
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures for casualty response
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures for normal operations
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures to energize/de-energize equipment
E4	CORE	Perform corrosion prevention and control procedures
E4	CORE	Perform digital logic numeric conversions
E4	CORE	Perform preventive maintenance on interconnecting cables and connectors
E4	CORE	Perform six step troubleshooting techniques
E4	CORE	Repair interconnecting cables and connectors
E4	CORE	Repair valves
E4	CORE	Test fiber optic cables and connectors
E4	CORE	Test interconnecting cables and connectors
E4	CORE	Test valves
E4	CORE	Troubleshoot Alternating Current (AC) circuits
E4	CORE	Troubleshoot Alternating Current and Direct Current (AC/DC) motors
E4	CORE	Troubleshoot digital circuits
E4	CORE	Troubleshoot Direct Current (DC) circuits
E4	CORE	Troubleshoot electromechanical (synchro/servo) systems
E4	CORE	Troubleshoot fiber optic cables and connectors
E4	CORE	Troubleshoot hydraulic systems
E4	CORE	Troubleshoot interconnecting cables and connectors

E4	CORE	Troubleshoot pneumatic air systems
E4	CORE	Troubleshoot power supplies
E4	CORE	Troubleshoot valve systems

WEAPONS SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Build torpedo flight accessories
E4	CORE	Download gun weapons systems
E4	CORE	Fire gun weapons systems
E4	CORE	Off-load missile delivery systems
E4	CORE	On-load missile delivery systems
E4	CORE	Operate computers and peripheral equipment
E4	CORE	Operate gun weapons systems
E4	CORE	Operate missile delivery systems
E4	NON-CORE	Perform preventive maintenance on computer and peripheral equipment
E4	CORE	Perform preventive maintenance on gun weapons systems
E4	CORE	Perform preventive maintenance on missile delivery systems
E4	CORE	Perform preventive maintenance on torpedo delivery systems
E4	CORE	Perform preventive maintenance on torpedoes
E4	CORE	Perform torpedo pre-fire tests
E4	CORE	Prepare Recoverable Exercise Torpedo (REXTORP)/ Exercise Torpedo (EXTORP) for launching
E4	CORE	Prepare torpedo for loading into delivery systems
E4	NON-CORE	Repair computer and peripheral equipment
E4	CORE	Repair gun weapons systems
E4	CORE	Repair missile delivery systems
E4	CORE	Repair torpedo delivery systems
E5	CORE	Supervise gun weapons systems operations
E5	CORE	Supervise gun weapons systems uploading and downloading
E5	CORE	Supervise missile delivery systems loading and unloading
E5	CORE	Supervise recovery of Recoverable Exercise Torpedo (REXTORP) / Exercise Torpedo (EXTORP)
E5	CORE	Supervise torpedo delivery systems loading and unloading
E4	CORE	Test computer and peripheral equipment
E4	CORE	Test gun weapons systems
E4	CORE	Test missile delivery systems
E4	CORE	Test torpedo delivery systems
E4	CORE	Troubleshoot computer and peripheral equipment
E4	CORE	Troubleshoot gun weapons systems

E4	CORE	Troubleshoot missile delivery systems
E4	CORE	Troubleshoot torpedo delivery systems
E4	CORE	Un-load torpedo delivery systems
E4	CORE	Upload gun weapons systems
E4	CORE	Upload torpedo delivery systems

Job Title **Job Code**

Small Arms Technician 003732

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	SMALL ARMS TECHNICIAN	SM ARM TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	GM	0812 (if assigned as Primary NEC)

Job Description

Small Arms Technicians operate a wide variety of weapons and equipment, to include: 9mm, 12gauge, M14, M16, 50caliber, and 40mm to 25mm small arms; operate and maintain magazine flooding and sprinkler systems; operate and maintain night optical Devices; conduct mechanical, electrical, and electronic casualty analysis using technical publications, circuit diagrams and blueprints; train gun crews and manage operations for the armory, ordnance, magazine, and lockers associated with these weapons.

DoD Relationship

Group Title	*DoD Code*
Artillery and Gunnery	104100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Electrical and Electronics Repairers, Commercial and Industrial Equipment	49-2094.00	Installation, Maintenance, and Repair

Skills	***Abilities***
Equipment Selection	*Manual Dexterity*
Equipment Maintenance	*Deductive Reasoning*
Management of Material Resources	*Finger Dexterity*
Monitoring	*Oral Expression*
Operation and Control	*Problem Sensitivity*
Operation Monitoring	*Auditory Attention*
Complex Problem Solving	*Inductive Reasoning*
Coordination	*Selective Attention*
Judgment and Decision Making	*Information Ordering*
Instructing	*Multi-limb Coordination*

AUXILIARY EQUIPMENT AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Operate vision enhancement equipment
E4	CORE	Perform internal communications (verbal communications, sound-powered phone, and Internal Voice Communication Systems (IVCS))
E4	CORE	Perform preventive maintenance on Ships Reaction Force (SRF) equipment
E4	CORE	Perform preventive maintenance on vision enhancement equipment
E4	CORE	Test vision enhancement equipment
E4	CORE	Troubleshoot vision enhancement equipment

CREW-SERVED WEAPONS AND SMALL ARMS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct crew-served weapons training
E5	CORE	Conduct pyrotechnics training
E5	CORE	Conduct small arms training
E4	CORE	Deploy crew-served weapons
E4	CORE	Inventory small arms
E4	CORE	Maintain crew-served weapons

E4	CORE	Maintain crew-served weapons mounts and stands
E5	CORE	Manage small arms qualifications
E5	CORE	Monitor crew-served weapons operations
E4	CORE	Operate crew-served weapons
E4	CORE	Operate pyrotechnics
E4	CORE	Operate small arms
E4	CORE	Perform preventive maintenance on small arms
E5	CORE	Qualify personnel in the use of crew-served weapons
E5	CORE	Qualify personnel in the use of small arms
E4	CORE	Repair crew-served weapons
E4	CORE	Repair small arms
E4	CORE	Troubleshoot crew-served weapons
E4	CORE	Troubleshoot small arms

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Inspect work areas, tools, and electronic systems equipment
E4	CORE	Inventory controlled equipment
E4	CORE	Issue Arms, Ammunition, and Explosives (AA&E) assets
E5	CORE	Maintain ordnance management systems databases
E5	CORE	Monitor contractor installations
E4	CORE	Receive custody of Arms, Ammunition, and Explosive (AA&E) assets
E5	NON-CORE	Review technical briefs, notices, and bulletins

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Inspect ordnance containers
E4	CORE	Inspect ordnance magazines and lockers
E4	CORE	Operate magazine equipment
E4	CORE	Operate magazine sprinkler systems
E4	CORE	Pack ordnance
E5	CORE	Perform ordnance inspections
E4	CORE	Perform preventive maintenance on magazine equipment
E4	CORE	Perform preventive maintenance on magazine sprinkler systems
E4	CORE	Perform preventive maintenance on ordnance containers
E4	CORE	Perform preventive maintenance on ordnance magazines and lockers
E4	CORE	Prepare ordnance
E4	CORE	Repair magazine equipment

E4	CORE	Repair magazine sprinkler systems
E4	CORE	Stow ordnance
E5	CORE	Supervise magazine and locker inspections
E5	CORE	Supervise ordnance handling evolutions
E5	CORE	Supervise ordnance inspections
E5	CORE	Supervise ordnance stowage operations
E5	CORE	Transfer ordnance
E4	CORE	Transport ordnance
E4	CORE	Troubleshoot magazine equipment
E4	CORE	Troubleshoot magazine sprinkler systems
E4	CORE	Unpack ordnance

SECURITY OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Apply Rules of Engagement (ROE)
E5	CORE	Conduct guard mount
E4	CORE	Conduct security patrols (inspections and searches)
E4	CORE	Conduct security post turnover
E4	CORE	Conduct tactical entries and movements
E4	CORE	Establish security perimeters
E4	CORE	Inventory Ships Reaction Force (SRF) equipment
E4	CORE	Operate non-lethal weapons
E4	CORE	Operate screening and detection equipment
E4	CORE	Perform preventive maintenance on security gear and equipment
E4	NON-CORE	Verify identification credentials and documents

CHAPTER 39

GAS TURBINE SYSTEMS TECHNICIAN (GS)

NAVPERS 18068-39E
CH-58

Updated: April 2014

TABLE OF CONTENTS
GAS TURBINE SYSTEMS TECHNICIAN (ELECTRICAL) (GSE)

SCOPE OF RATING	GS-3(E)
GENERAL INFORMATION	GS-4(E)
GAS TURBINE ELECTRICAL SYSTEMS MAINTAINER	GS-5(E)
AUXILIARY EQUIPMENT	GS-5(E)
GAS TURBINE	GS-6(E)
MAIN PROPULSION	GS-7(E)
PROPULSION CONTROL SYSTEMS	GS-7(E)
TECHNICAL ADMINISTRATION	GS-8(E)
GAS TURBINE ELECTRICAL SYSTEMS TECHNICIAN	GS-9(E)
AUXILIARY EQUIPMENT	GS-9(E)
GAS TURBINE	GS-9(E)
MAIN PROPULSION	GS-10(E)
PROPULSION CONTROL SYSTEMS	GS-10(E)
TECHNICAL ADMINISTRATION	GS-11(E)

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

GAS TURBINE SYSTEMS TECHNICIAN (ELECTRICAL) (GSE)

SCOPE OF RATING

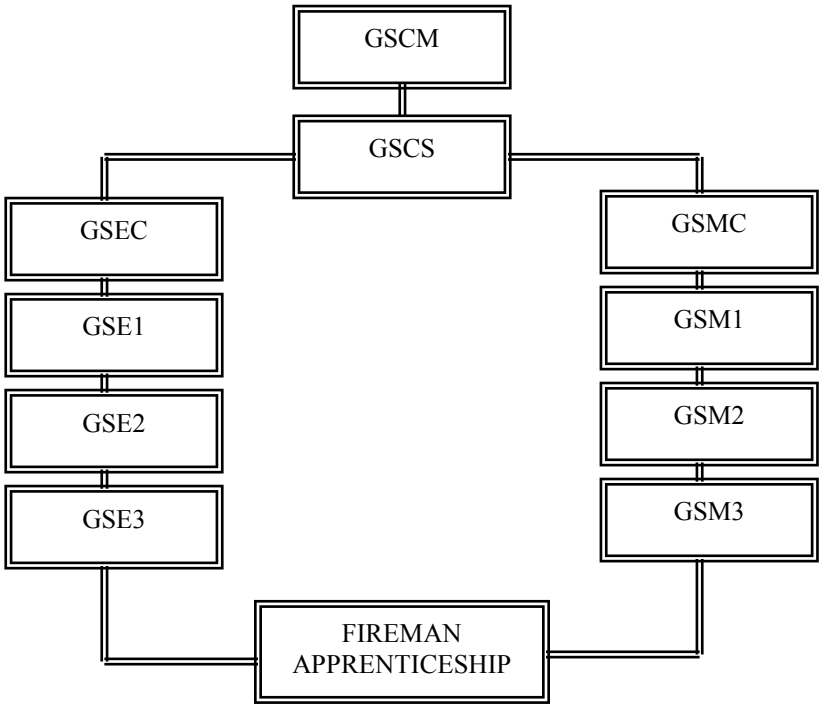
Gas Turbine Systems Technicians (GS) operate, repair, and perform organizational and intermediate maintenance on ships propulsion Gas Turbine Engines (GTE), Ships Service Gas Turbine Generators (SSGTG), main propulsion machinery (including gears, shafting, and Controllable Pitch Propellers (CPP)), assigned auxiliary equipment (including fuel and lube oil systems), machinery control systems (including consoles and Programmed Logic Controllers (PLC)), assigned electrical and electronic equipment up to the printed circuit boards, and alarm and warning circuitry.

Gas Turbine Systems Technicians (Electrical) (GSE) operate, repair, and perform organizational and intermediate maintenance on electrical components of ship's propulsion Gas Turbine Engines (GTE), Ship's Service Gas Turbine Generators (SSGTG), electrical distribution equipment, assigned auxiliary equipment (including AC motors, motor operated valves, solenoid operated valves, logic controllers, and automatic bus transfer systems), machinery control systems, assigned electrical and electronic equipment up to the printed circuit boards, and alarm and warning circuitry.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 39.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Gas Turbine Electrical Systems Maintainer 003202

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	GAS TURBINE E SYSTEM MAINT	GTE S MAN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	GSE	NEC 41XX series

Job Description

Gas Turbine Electrical Systems Maintainers operate the electric plant and main propulsion control equipment; locate circuit failures and replace parts; measure current, voltage, and resistance; test for shorts, grounds, and continuity; test protective circuitry; test, service, and replace batteries; perform preventive maintenance on digital data equipment; control and monitor circuits; measure insulation resistance; inspect electrical/electronic cables, wiring, and connectors; maintain alarm, indicating, and warning systems; maintain Gas Turbine Engines (GTE) and auxiliary equipment; work with blueprints, schematics, and charts; perform administrative procedures related to gas turbine propulsion system operation and maintenance; perform work area inspections; operate standard test equipment; stop engines and check for proper performance; and replace and adjust operating tolerance of contacts, micro switches, relay switches, pressure switches, and temperature switches. Maintainers work under the supervision of a mentor while learning the trade or skill.

DoD Relationship

Group Title	*DoD Code*
Auxiliaries	165200

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Electrical and Electronics Repairers, Powerhouse, Substation, and Relay	49-2095.00	Installation, Maintenance, and Repair

Skills	Abilities
Troubleshooting	*Multi-limb Coordination*
Equipment Maintenance	*Extent Flexibility*
Operation Monitoring	*Selective Attention*
Operation and Control	*Problem Sensitivity*
Complex Problem Solving	*Arm-Hand Steadiness*
Monitoring	*Control Precision*
Quality Control Analysis	*Written Expression*
Writing	*Information Ordering*
Operations Analysis	*Inductive Reasoning*
Repairing	*Written Comprehension*

AUXILIARY EQUIPMENT

Paygrade	Task Type	Task Statements
E4	CORE	Adjust Tank Level Indicators (TLI)
E4	CORE	Align main Seawater System (SWS) cooling pumps
E4	CORE	Align main switchboards
E4	CORE	Align waste oil systems
E4	CORE	Maintain air compressors
E4	CORE	Maintain air system alarms and indicators
E4	CORE	Maintain bus transfer switches
E4	CORE	Maintain electrical controllers
E4	CORE	Maintain electrical motors
E4	CORE	Maintain electrical relays
E4	CORE	Maintain electrically-operated valves
E4	CORE	Maintain halon systems
E4	CORE	Maintain hydraulic systems
E4	CORE	Maintain level control components
E5	CORE	Maintain main switchboards and switchboard components
E5	CORE	Maintain pressure control components

E4	CORE	Maintain Seawater System (SWS) strainers
E4	CORE	Maintain tank level control and indicating devices
E4	CORE	Maintain temperature regulating devices
E4	CORE	Replace automatic control valves
E4	CORE	Test ships service air systems
E5	CORE	Troubleshoot main Seawater System (SWS) cooling pumps
E5	CORE	Troubleshoot main switchboards
E5	CORE	Troubleshoot waste oil systems

GAS TURBINE

Paygrade	Task Type	Task Statements
E4	CORE	Align Fuel Oil (FO) coalescers
E4	CORE	Align Fuel Oil (FO) service, fill, and transfer systems
E4	CORE	Align Fuel Systems Control Consoles (FSCC)
E4	CORE	Align Gas Turbine (GT) generator sets for pre-operational and support system alignment checks
E4	CORE	Align Gas Turbine (GT) generator sets locally and remotely
E4	CORE	Align Gas Turbine (GT) Lube Oil (LO) systems
E4	CORE	Align Gas Turbine Engines (GTE) for pre-operational and engine support system alignment checks
E4	CORE	Align Gas Turbine Engines (GTE) locally and remotely
E4	CORE	Maintain blow-in doors
E4	CORE	Maintain demister pads or filter agglomerators
E4	CORE	Maintain detector components
E4	CORE	Maintain Fuel Oil (FO) coalescers
E4	CORE	Maintain Fuel Oil (FO) systems
E5	CORE	Maintain Gas Turbine (GT) compressor sections
E4	CORE	Maintain Gas Turbine (GT) fuel systems
E4	CORE	Maintain Gas Turbine (GT) generator assembly components
E4	CORE	Maintain Gas Turbine (GT) generators
E4	CORE	Maintain Gas Turbine (GT) inlet and exhaust system components
E4	CORE	Maintain Gas Turbine (GT) Lube Oil (LO) systems
E4	CORE	Maintain Gas Turbine (GT) module components
E5	CORE	Maintain Gas Turbine (GT) power turbine components
E4	CORE	Maintain Gas Turbine (GT) water wash systems
E5	CORE	Maintain Gas Turbine Engine (GTE) components
E4	CORE	Maintain intake louvers
E4	CORE	Maintain wiring harnesses
E4	CORE	Test equipment vibration sensors
E5	CORE	Troubleshoot Fuel Oil (FO) coalescers
E5	CORE	Troubleshoot Fuel Oil (FO) service, fill, and transfer systems
E5	CORE	Troubleshoot Fuel Systems Control Consoles (FSCC)
E5	CORE	Troubleshoot Gas Turbine (GT) engines locally and remotely
E5	CORE	Troubleshoot Gas Turbine (GT) generator sets locally and remotely
E5	CORE	Troubleshoot Gas Turbine (GT) lube oil systems

MAIN PROPULSION

Paygrade	Task Type	Task Statements
E4	CORE	Align Controllable Pitch Propeller (CPP) or Controllable Reversible Pitch (CRP) systems
E4	CORE	Align jacking gears
E4	CORE	Align Lube Oil (LO) purifiers
E4	CORE	Align main Lube Oil (LO) service systems
E4	CORE	Align Main Reduction Gear (MRG) Lube Oil (LO) pumps
E4	CORE	Inspect fluid samples
E4	CORE	Maintain cannon plugs
E4	CORE	Maintain Controllable Reversible Pitch (CRP) or Controllable Pitch Propeller (CPP) systems
E5	CORE	Maintain Main Reduction Gear (MRG) clutch and brake assembly components
E5	CORE	Maintain Main Reduction Gear (MRG) components
E4	CORE	Maintain Main Reduction Gear (MRG) Lube Oil (LO) strainers
E4	CORE	Maintain Main Reduction Gear (MRG) Lube Oil (LO) systems
E5	CORE	Maintain oil purifiers
E4	CORE	Maintain pressure and temperature switch components
E4	CORE	Sample fluids
E5	CORE	Troubleshoot Controllable Reversible Pitch (CRP) or Controllable Pitch Propeller (CPP) systems
E5	CORE	Troubleshoot jacking gears
E5	CORE	Troubleshoot Lube Oil (LO) purifiers
E5	CORE	Troubleshoot main Lube Oil (LO) service systems
E5	CORE	Troubleshoot Main Reduction Gear (MRG) lube oil pumps

PROPULSION CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Adjust alarm set points
E4	CORE	Adjust indicating micro switches
E4	CORE	Adjust power supplies
E4	CORE	Align Damage Control Consoles (DCC)
E4	CORE	Align Electric Plant Control Consoles (EPCC)
E4	CORE	Align Local Operating Panels (LOP)
E4	CORE	Align Propulsion and Auxiliary Control Console (PACC) for pre-operational checks
E4	CORE	Align Shaft Control Units (SCU)
E4	CORE	Align Ship Control Consoles (SCC)
E4	CORE	Document console ground readings
E4	CORE	Maintain automatic control valves
E4	CORE	Maintain automatic electronic controls
E4	CORE	Maintain console cooling fan components
E4	CORE	Maintain console filters
E4	CORE	Maintain Damage Control Consoles (DCC)
E4	CORE	Maintain Electric Plant Control Consoles (EPCC)
E4	CORE	Maintain electronic enclosures
E4	CORE	Maintain Engineering Officer of the Watch (EOOW) logging unit
E4	CORE	Maintain indicating relays

E4	CORE	Maintain Light Emitting Diode (LED) circuits
E4	CORE	Maintain Local Operating Panels (LOP)
E4	CORE	Maintain Machinery Control Systems (MCS)
E4	CORE	Maintain panel gauges
E4	CORE	Maintain panel meters
E4	CORE	Maintain power supplies
E4	CORE	Maintain Propulsion Local Control Consoles (PLCC)
E4	CORE	Maintain Shaft Control Units (SCU)
E4	CORE	Maintain Ship Control Consoles (SCC)
E4	CORE	Maintain storage batteries
E5	CORE	Replace frequency regulator components
E5	CORE	Troubleshoot Damage Control Consoles (DCC)
E5	CORE	Troubleshoot Electric Plant Control Consoles (EPCC)
E5	CORE	Troubleshoot Local Operating Panels (LOP)
E5	CORE	Troubleshoot Ship Control Consoles (SCC)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Log fuel tank levels
E4	CORE	Log meter readings
E4	CORE	Maintain bell and data logger
E5	CORE	Prepare equipment calibration schedules
E6	CORE	Prepare Quality Assurance (QA) packages
E6	CORE	Review automated alarm data logs
E4	CORE	Update Gas Turbine (GT) operating logs

Job Title **Job Code**

Gas Turbine Electrical Systems Technician 003654

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	GAS TURBINE E SYSTEM TEC	GTE S TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	GSE	NEC 41XX series

Job Description

Gas Turbine Electrical Systems Technicians operate the electric plant and main propulsion control equipment; locate circuit failures and replace parts; measure current, voltage and resistance; test for shorts, grounds and continuity; test protective circuitry; test, service, and replace batteries; perform preventive maintenance on digital data equipment and control and monitor circuits; measure insulation resistance; repair electrical/electronic cables, wiring, and connectors; maintain alarm, indicating and warning systems; maintain and repair Gas Turbine Engines (GTE) and auxiliary equipment; work with blueprints, schematics, and charts; perform administrative procedures related to gas turbine propulsion system operation and maintenance; perform work area inspections; operate standard test equipment; stop engines and check for proper performance; and replace and adjust operating tolerance of contacts, micro switches, relay switches, pressure switches, and temperature switches. Technicians are expected to perform work independently and mentor Gas Turbine Electrical Systems Maintainers with very limited supervision.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Auxiliaries	165200	Electrical and Electronics Repairers, Powerhouse, Substation, and Relay	49-2095.00	Installation, Maintenance, and Repair

Skills	Abilities
Troubleshooting	*Multi-limb Coordination*
Equipment Maintenance	*Extent Flexibility*
Operation Monitoring	*Selective Attention*
Operation and Control	*Arm-Hand Steadiness*
Quality Control Analysis	*Control Precision*
Complex Problem Solving	*Deductive Reasoning*
Critical Thinking	*Information Ordering*
Monitoring	*Inductive Reasoning*
Writing	*Problem Sensitivity*
Repairing	*Written Comprehension*

AUXILIARY EQUIPMENT

Paygrade	Task Type	Task Statements
E5	CORE	Adjust Fuel Systems Control Consoles (FSCC)
E5	CORE	Adjust Propulsion and Auxiliaries Control Console (PACC) or Auxiliary Control Consoles (ACC)
E4	CORE	Maintain Fuel Systems Control Consoles (FSCC)
E5	CORE	Maintain main switchboards and switchboard components
E4	CORE	Replace automatic control valves
E5	CORE	Test frequency regulators
E5	CORE	Test hydraulic system components
E5	CORE	Test voltage regulators

GAS TURBINE

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Gas Turbine Engine (GTE) component functional checks
E7	CORE	Conduct Gas Turbine Engine (GTE) Inlet System inspections and closeouts
E6	CORE	Document generator stator winding readings
E7	CORE	Inspect Gas Turbine Engine (GTE) internal components

E4	CORE	Maintain blow-in doors
E4	CORE	Maintain Fuel Oil (FO) systems
E5	CORE	Maintain Gas Turbine (GT) compressor sections
E4	CORE	Maintain Gas Turbine (GT) fuel systems
E4	CORE	Maintain Gas Turbine (GT) generator assembly components
E4	CORE	Maintain Gas Turbine (GT) generators
E4	CORE	Maintain Gas Turbine (GT) Lube Oil (LO) systems
E4	CORE	Maintain Gas Turbine (GT) module components
E5	CORE	Maintain Gas Turbine (GT) power turbine components
E5	CORE	Maintain Gas Turbine Engine (GTE) components
E4	CORE	Maintain wiring harnesses

MAIN PROPULSION

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Controllable Reversible Pitch (CRP) or Controllable Pitch Propeller (CPP) systems
E5	CORE	Maintain Main Reduction Gear (MRG) clutch and brake assembly components
E5	CORE	Maintain Main Reduction Gear (MRG) components

PROPULSION CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Adjust frequency regulators
E4	CORE	Adjust indicating micro switches
E4	CORE	Adjust potentiometers
E5	CORE	Adjust voltage regulators
E6	CORE	Align Engineering Officer of the Watch (EOOW) logging units
E4	CORE	Align Propulsion and Auxiliary Control Console (PACC) for pre-operational checks
E5	CORE	Conduct Propulsion and Auxiliary Control Console (PACC) operations
E4	CORE	Conduct Propulsion Local Control Console (PLCC) operations
E5	CORE	Conduct Shaft Control Unit (SCU) operations
E4	CORE	Maintain automatic control valves
E4	CORE	Maintain automatic electronic controls
E5	CORE	Maintain converter and inverter components
E4	CORE	Maintain electronic enclosures
E4	CORE	Maintain Engineering Officer of the Watch (EOOW) logging unit
E4	CORE	Maintain indicating micro switches
E4	CORE	Maintain Machinery Control Systems (MCS)
E4	CORE	Maintain Propulsion and Auxiliary Control Consoles (PACC), Propulsion Control Consoles (PCC), or Auxiliary Control Consoles (ACC)
E5	CORE	Replace frequency regulator components
E5	CORE	Test Auxiliary Control Consoles (ACC)
E5	CORE	Test converter and inverter components
E4	CORE	Test indicating micro switches
E5	CORE	Troubleshoot Auxiliary Control Consoles (ACC)
E5	CORE	Troubleshoot converter and inverter components

E4	CORE	Troubleshoot indicating micro switches
E5	CORE	Troubleshoot Propulsion and Auxiliary Control Consoles (PACC)
E5	CORE	Troubleshoot Propulsion Local Control Consoles (PLCC)
E5	CORE	Troubleshoot Shaft Control Units (SCU)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve Quality Assurance (QA) packages
E4	CORE	Log fuel tank levels
E4	CORE	Log meter readings
E4	CORE	Maintain heat stress sensors
E7	CORE	Maintain Marine Gas Turbine Service Records (MGTSR)
E5	CORE	Prepare equipment calibration schedules
E6	CORE	Prepare Quality Assurance (QA) packages
E5	CORE	Prepare Quality Assurance (QA) repair forms
E6	CORE	Review automated alarm data logs
E6	CORE	Review Integrated Condition Assessment System (ICAS) for engineering and equipment degradations
E6	CORE	Review Quality Assurance (QA) packages
E5	CORE	Update Quality Assurance (QA) repair forms
E6	CORE	Verify engineering bulletins and changes

CHAPTER 39

GAS TURBINE SYSTEMS TECHNICIAN (GS)

NAVPERS 18068-39E
CH-58

Updated: April 2014

TABLE OF CONTENTS
GAS TURBINE SYSTEMS TECHNICIAN (MECHANICAL) (GSM)

SCOPE OF RATING	GS-3(M)
GENERAL INFORMATION	GS-4(M)
GAS TURBINE MECHANICAL SYSTEMS TECHNICIAN	GS-5(M)
AUXILIARY EQUIPMENT	GS-5(M)
GAS TURBINE	GS-5(M)
MAIN PROPULSION	GS-6(M)
PROPULSION CONTROL SYSTEMS	GS-6(M)
TECHNICAL ADMINISTRATION	GS-6(M)
GAS TURBINE MECHANICAL SYSTEMS MAINTAINER	GS-7(M)
AUXILIARY EQUIPMENT	GS-7(M)
GAS TURBINE	GS-8(M)
MAIN PROPULSION	GS-8(M)
PROPULSION CONTROL SYSTEMS	GS-9(M)
TECHNICAL ADMINISTRATION	GS-9(M)

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

GAS TURBINE SYSTEMS TECHNICIAN (MECHANICAL) (GSM)

SCOPE OF RATING

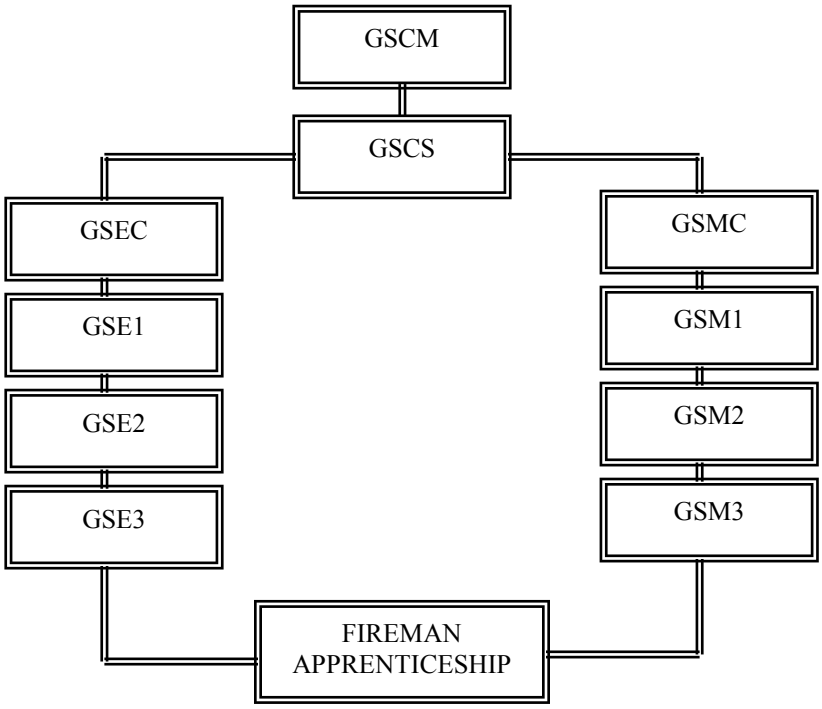
Gas Turbine Systems Technicians (GS) operate, repair, and perform organizational and intermediate maintenance on ship's propulsion Gas Turbine Engines (GTE), Ships Service Gas Turbine Generators (SSGTG), main propulsion machinery (including gears, shafting, and Controllable Pitch Propellers (CPP)), assigned auxiliary equipment (including fuel and lube oil systems), machinery control systems (including consoles and Programmed Logic Controllers (PLC)), assigned electrical and electronic equipment up to the printed circuit boards, and alarm and warning circuitry.

Gas Turbine Systems Technicians (Mechanical) (GSM) operate, repair, and perform organizational and intermediate maintenance on mechanical components of Gas Turbine Engines (GTE), main propulsion machinery (including gears, shafting, and Controllable Pitch/Reversible Propellers (CPP/CRP), assigned auxiliary equipment, and propulsion control systems.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 39.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Gas Turbine Mechanical Systems Technician 003003

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	TBD	GAS TURBINE M SYSTEM TEC	GTE M TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	GSM	NEC 41XX series

Job Description

Gas Turbine Mechanical Systems Technicians maintain and operate Ship's Service Gas Turbine Generators (SSGTG) and support systems; maintain Controllable Reversible/Pitch Propeller (CRP/CPP) systems; operate electric plant controls and main propulsion equipment, pumps, turning gears, air compressors, oil purification systems, low pressure air dehydrators, and engineering control systems; work with blueprints, schematics, and charts to maintain and repair Gas Turbine Engines (GTE) and auxiliary equipment; perform preventive maintenance on ship's fuel systems and air systems, Sea Water Service Systems (SWSS), waste drain systems, oil purification systems, and manually operated valves; perform work area inspections, operate standard test equipment, and test lubricating oil and distillate fuels for contamination, neutralization, and precipitation; conduct engine checks to verify performance and replace and/or adjust operating tolerance of contacts, micro-switches, relay switches, pressure switches, and temperature switches; and perform all administrative procedures related to gas turbine propulsion system operation and maintenance. Technicians are expected to perform work independently and mentor Gas Turbine Mechanical Systems Maintainers with very limited supervision.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Auxiliaries	165200	Power Plant Operators	51-8013.00	Production

Skills	Abilities
Equipment Maintenance	*Written Comprehension*
Quality Control Analysis	*Problem Sensitivity*
Coordination	*Deductive Reasoning*
Operation and Control	*Information Ordering*
Active Learning	*Manual Dexterity*
Operation Monitoring	*Control Precision*
Reading Comprehension	*Time Sharing*
Equipment Selection	*Written Expression*
Management of Material Resources	*Inductive Reasoning*
Writing	*Mathematical Reasoning*

AUXILIARY EQUIPMENT

Paygrade	Task Type	Task Statements
E4	CORE	Align Low Pressure Air Compressors (LPAC)
E4	CORE	Align oil tanks
E4	CORE	Align waste oil systems
E4	CORE	Analyze Fuel Oil (FO) samples
E4	CORE	Inspect fluid samples
E4	CORE	Inventory oil spill recovery kits
E4	CORE	Maintain bleed air systems
E4	CORE	Maintain Main Reduction Gear (MRG) Lube Oil (LO) strainers

GAS TURBINE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain blow-in doors
E5	CORE	Maintain Gas Turbine (GT) assembly components
E5	CORE	Maintain Gas Turbine (GT) combustion chamber components
E4	CORE	Maintain Gas Turbine (GT) inlet and exhaust systems
E5	CORE	Maintain Gas Turbine (GT) power turbine brakes
E5	CORE	Maintain Gas Turbine (GT) power turbine components

MAIN PROPULSION

Paygrade	Task Type	Task Statements
E4	CORE	Calculate fuel requirements
E4	CORE	Calculate Lube Oil (LO) requirements
E5	CORE	Calibrate fuel pump logics
E5	CORE	Calibrate Lube Oil (LO) pump logics

PROPULSION CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct Propulsion and Auxiliary Control Console (PACC) operations
E4	CORE	Conduct Propulsion Local Control Console (PLCC)
E5	CORE	Conduct Shaft Control Unit (SCU) operations
E4	CORE	Maintain Controllable Pitch Propeller (CPP) or Controllable Reversible Pitch (CRP) systems

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve Quality Assurance (QA) repair forms
E7	CORE	Maintain Marine Gas Turbine Service Records (MGTSR)
E6	CORE	Prepare full power and economy trial reports
E5	CORE	Prepare Quality Assurance (QA) packages
E5	CORE	Prepare Quality Assurance (QA) repair forms
E6	CORE	Review Quality Assurance (QA) packages
E5	CORE	Update Engineering Operational Sequencing System (EOSS) publications
E6	CORE	Verify engineering bulletins and changes
E7	CORE	Verify fuel and water reports
E7	CORE	Verify fuel logs
E7	CORE	Verify Lube Oil (LO) logs

Job Title **Job Code**

Gas Turbine Mechanical Systems Maintainer 003698

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	TBD	GAS TURBINE M SYSTEM MAINT	GTE M MAN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	GSM	NEC 41XX series

Job Description

Gas Turbine Mechanical Systems Maintainers maintain and operate Ship's Service Gas Turbine Generators (SSGTG) and support systems; maintain Controllable Reversible/Pitch Propeller (CRP/CPP) systems; operate electric plant controls and main propulsion equipment, pumps, turning gears, air compressors, oil purification systems, low pressure air dehydrators, and engineering control systems; work with blueprints, schematics, and charts to maintain and repair Gas Turbine Engines (GTE) and auxiliary equipment; perform preventive maintenance on ship's fuel systems and air systems, Sea Water Service Systems (SWSS), waste drain systems, oil purification systems, and manually operated valves; perform work area inspections; operate standard test equipment; test lubricating oil and distillate fuels for contamination, neutralization, and precipitation; conduct engine checks to verify performance and replace and/or adjust operating tolerance of contacts, micro-switches, relay switches, pressure switches and temperature switches; and perform all administrative procedures related to gas turbine propulsion system operation and maintenance. Maintainers work under the supervision of a mentor while learning the trade or skill.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Auxiliaries	165200	Power Plant Operators	51-8013.00	Production

Skills	Abilities
Quality Control Analysis	*Written Comprehension*
Equipment Maintenance	*Problem Sensitivity*
Operation Monitoring	*Deductive Reasoning*
Operation and Control	*Manual Dexterity*
Reading Comprehension	*Written Expression*
Coordination	*Information Ordering*
Equipment Selection	*Arm-Hand Steadiness*
Management of Material Resources	*Control Precision*
Writing	*Finger Dexterity*
Active Learning	*Mathematical Reasoning*

AUXILIARY EQUIPMENT

Paygrade	Task Type	Task Statements
E4	CORE	Align bleed air systems
E4	CORE	Align Low Pressure Air Compressors (LPAC)
E4	CORE	Align oil tanks
E4	CORE	Align waste oil systems
E4	CORE	Analyze Fuel Oil (FO) samples
E4	CORE	Inspect fluid samples
E4	CORE	Inventory oil spill recovery kits
E4	CORE	Maintain auxiliary lube oil filters
E4	CORE	Maintain bleed air systems
E4	CORE	Maintain demister pads or filter agglomerators
E4	CORE	Maintain Fuel Oil (FO) coalescers
E4	CORE	Maintain Fuel Oil (FO) pre-filter components
E4	CORE	Maintain Fuel Oil (FO) systems
E4	CORE	Maintain heat exchangers
E4	CORE	Maintain hydraulic systems
E4	CORE	Maintain intake louvers
E4	CORE	Maintain Low Pressure Air Compressors (LPAC)

E4	CORE	Maintain Main Reduction Gear (MRG) Lube Oil (LO) strainers
E4	CORE	Maintain moisture separators
E4	CORE	Maintain Seawater Systems (SWS)
E4	CORE	Maintain start air systems
E4	CORE	Maintain stern tube seal systems
E4	CORE	Maintain systems pumps
E4	CORE	Maintain systems valves
E4	CORE	Maintain temperature regulating valves
E4	CORE	Measure fuel tank levels
E4	CORE	Sample fluids

GAS TURBINE

Paygrade	Task Type	Task Statements
E4	CORE	Align Gas Turbine (GT) generator support systems
E4	CORE	Align Gas Turbine (GT) generators
E4	CORE	Align Gas Turbine (GT) Lube Oil (LO) systems
E4	CORE	Align Gas Turbine Engines (GTE) locally and remotely
E4	CORE	Conduct Gas Turbine Engine (GTE) pre-operational checks
E4	CORE	Conduct Gas Turbine Engine (GTE) support system alignment checks
E4	CORE	Inspect Gas Turbine (GT) shock mounts
E4	CORE	Maintain Foreign Object Damage (FOD) screens
E5	CORE	Maintain Gas Turbine (GT) combustion chamber components
E4	CORE	Maintain Gas Turbine (GT) fuel systems
E4	CORE	Maintain Gas Turbine (GT) generators
E4	CORE	Maintain Gas Turbine (GT) inlet and exhaust systems
E4	CORE	Maintain Gas Turbine (GT) Lube Oil (LO) system components
E4	CORE	Maintain Gas Turbine (GT) mechanical linkages
E4	CORE	Maintain Gas Turbine (GT) modules
E5	CORE	Maintain Gas Turbine (GT) power turbine brakes
E4	CORE	Maintain Gas Turbine (GT) water wash systems

MAIN PROPULSION

Paygrade	Task Type	Task Statements
E4	CORE	Align Fuel Oil (FO) coalescer components
E4	CORE	Align Fuel Oil (FO) purifiers
E4	CORE	Align Lube Oil (LO) purifiers
E4	CORE	Align main Lube Oil (LO) service systems
E4	CORE	Align Main Reduction Gear (MRG) Lube Oil (LO) pumps
E4	CORE	Align start air systems
E4	CORE	Calculate fuel requirements
E4	CORE	Calculate Lube Oil (LO) requirements
E4	CORE	Fabricate sealing gaskets
E4	CORE	Maintain Gas Turbine Engine (GTE)
E4	CORE	Maintain jacking or turning gears

PROPULSION CONTROL SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Align Controllable Pitch Propeller (CPP) or Controllable Reversible Pitch (CRP) systems
E4	CORE	Conduct inlet preservations
E4	CORE	Maintain Gas Turbine (GT) auxiliary control consoles

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Prepare fuel and water reports
E4	CORE	Record dry bulb temperature readings
E4	CORE	Record meter readings
E6	CORE	Review automated alarm data logs
E4	CORE	Update automated alarm data logs
E4	CORE	Update fuel logs
E4	CORE	Update Lube Oil (LO) logs

CHAPTER 40

HOSPITAL CORPSMAN
(HM)

NAVPERS 18068-40D
CH-58

Updated: April 2014

HOSPITAL CORPSMAN (HM)
TABLE OF CONTENTS

SCOPE OF RATING	HN-3
GENERAL INFORMATION	HN-4
HOSPITAL CORPSMAN BASIC	HN-5
ANCILLARY SERVICES	HN-5
EMERGENCY AND FIELD TREATMENT	HN-5
PATIENT CARE	HN-6
PREVENTIVE OCCUPATIONAL MEDICINE	HN-7
TRAINING, ADMINISTRATION, AND LOGISTICS	HN-8

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

HOSPITAL CORPSMAN (HM)

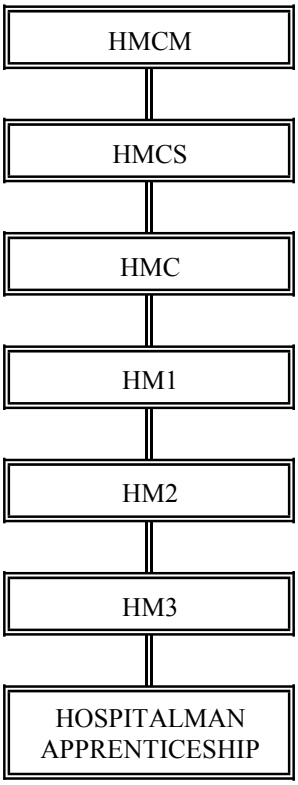
SCOPE OF RATING

Hospital Corpsmen (HM) assist in the prevention and treatment of disease and injury using first aid and preventive medicine procedures; assist in the prevention and treatment of dental diseases and disabilities; assist with physical examinations; provide patient care and assist in the administration of medicinal and parenteral solutions; perform general laboratory, pharmacy, and other patient support services; assist in the administrative supply and accounting procedures within medical departments ashore, afloat, and with the Marine Corps; instruct medical and non-medical personnel in first aid, self-aid, personal hygiene, and medical records maintenance; assist in the transportation of the sick and injured; and provide assistance in the maintenance of environmental and occupational health standards and in Chemical, Biological, Radiological and Nuclear Explosive (CBRNE) casualties and other contingencies. Senior hospital corpsmen perform supervisory, technical, planning, and management functions in support of medical readiness and quality healthcare delivery. In addition to their general assignments, hospital corpsmen trained as technicians perform specialized functions within the operational forces, clinical specialties, and administrative departments and may be assigned independent of a medical officer.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 40.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Hospital Corpsman Basic

Job Code

001255

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Healthcare Support	TBD	HOSPITAL CORPSMAN BASIC	HOS CORP B

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	HM	None

Job Description

Hospital Corpsmen, Basic personnel function as clinical or specialty technicians, administrative personnel, and healthcare providers, assisting health care professionals in providing medical care to Navy and Marine Corps personnel of the operational forces, shore activities, and other beneficiaries; assist in the prevention and treatment of disease and injury; and serve as battlefield corpsmen with Marine Corps and Naval Construction Forces, rendering emergency medical treatment to include initial treatment in a combat environment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Medical Care and Treatment, General	130000	Nursing Aides, Orderlies, and Attendants	31-1012.00	Healthcare Support

Skills	Abilities
Critical Thinking	*Information Ordering*
Management of Material Resources	*Inductive Reasoning*
Judgment and Decision Making	*Deductive Reasoning*
Complex Problem Solving	*Manual Dexterity*
Operations Analysis	*Oral Expression*
Service Orientation	*Written Expression*
Operation and Control	*Problem Sensitivity*
Writing	*Written Comprehension*
Speaking	*Finger Dexterity*
Coordination	*Category Flexibility*

ANCILLARY SERVICES

Paygrade	Task	Task Statements
E4	CORE	Advise medical or dental facilities of appointment requirements
E5	CORE	Inspect advanced medical equipment
E4	CORE	Perform basic laboratory diagnostic tests
E4	CORE	Remove sutures and temporary fillings

EMERGENCY AND FIELD TREATMENT

Paygrade	Task	Task Statements
E4	CORE	Assess burns according to rule of nines
E4	CORE	Assess for dental emergencies
E4	CORE	Assess proper placement of tourniquet
E5	CORE	De-escalate unstable patients
E5	CORE	Direct personnel in triage procedures
E5	CORE	Identify drug interactions in patients
E4	CORE	Identify patients by triage groups
E5	CORE	Instruct medical personnel on triage procedures
E4	CORE	Manage Battalion Aid Stations (BAS)
E4	CORE	Manage Battle Dressing Stations (BDS)
E4	CORE	Treat Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) contaminated patients

PATIENT CARE

Paygrade	Task	Task Statements
E4	CORE	Administer endotracheal medications
E4	CORE	Administer nasal medications
E4	CORE	Administer oral medications
E4	CORE	Administer topical medications
E4	CORE	Apply patient restraints
E4	CORE	Assess for Gastrointestinal (GI) symptoms
E4	CORE	Assess for drug contraindications
E4	CORE	Assess intradermal skin tests
E4	CORE	Assist healthcare providers with treatment of patients
E4	CORE	Assist in treatment of post-operative pain
E4	CORE	Assist patients utilizing ambulatory devices
E4	CORE	Assist with physical exams
E4	CORE	Close lacerations with sutures
E4	CORE	Develop treatment plans with medical providers' assistance
E4	CORE	Examine wounds for infection or healing signs
E4	CORE	Insert gastric and nasogastric tubes
E4	CORE	Mediate problems between health services personnel, chains of command and patients
E4	CORE	Monitor patients' vital signs
E4	CORE	Obtain blood specimens
E4	CORE	Operate suction equipment
E4	CORE	Perform telephone consults
E4	CORE	Prepare patients for surgery
E4	CORE	Provide quality customer service
E4	CORE	Remove artificial airways
E4	CORE	Remove gastric and nasogastric tubes
E4	CORE	Remove restraints from patients
E5	CORE	Review lab results
E4	CORE	Screen patients prior to provider examinations
E4	CORE	Set-up humidifiers or vaporizers
E4	CORE	Set-up oxygen equipment
E4	CORE	Set-up suction equipment
E4	CORE	Treat non-emergent oral conditions
E4	CORE	Treat patient wounds
E4	CORE	Treat soft tissue injuries
E4	CORE	Treat surgical or traumatic wounds

PREVENTIVE OCCUPATIONAL MEDICINE

Paygrade	Task	Task Statements
E4	CORE	Clean treatment rooms and equipment
E5	CORE	Conduct habitability inspections
E4	CORE	Conduct preliminary interviews of personnel exposed to communicable diseases
E4	CORE	Conduct preliminary investigations of food borne illnesses
E4	CORE	Dispose of expired items
E4	CORE	Dispose of hazardous medical waste
E4	CORE	Inspect Food Service Attendants (FSA) for personal hygiene
E4	CORE	Inspect Food Service Attendants (FSA) for proper food handling procedures
E4	CORE	Inspect food storage and service areas
E5	CORE	Inspect messing and food service facilities
E4	CORE	Issue hearing protection devices
E4	CORE	Maintain universal precautions
E5	CORE	Manage biomedical waste programs
E4	CORE	Measure hearing acuity
E4	CORE	Monitor sterilization procedures
E4	CORE	Organize medical workspace areas to prevent injuries
E4	CORE	Organize sterile fields
E4	CORE	Package biomedical waste
E5	CORE	Perform health and comfort inspections
E4	CORE	Perform heat stress monitoring procedures
E4	CORE	Perform medical workspace safety assessments
E4	CORE	Perform non-surgical universal precautions
E4	CORE	Perform pest control inspections
E4	CORE	Perform surgical universal precautions
E4	CORE	Prepare heat casualty reports
E4	CORE	Process biomedical hazardous waste
E4	CORE	Report sharp instrument sticks
E6	CORE	Review disease alert reports
E5	CORE	Review heat casualty reports
E4	CORE	Sort biomedical waste
E4	CORE	Test water for bacteria
E4	CORE	Test water for halogen residuals
E4	CORE	Tie surgical gowns on surgical team members

TRAINING, ADMINISTRATION, AND LOGISTICS

Paygrade	Task	Task Statements
E4	CORE	Administer Privacy Act Statements
E6	CORE	Advise active and family member clients on healthcare program Primary Care Manager (PCM) selection procedures
E6	CORE	Advise patients on procedures for choosing a primary care manager
E7	CORE	Advise staff and patients on ethical issues
E7	CORE	Advise staff and patients on medico-legal issues
E4	CORE	Analyze Dental Common Access System (DENCAS) data
E4	CORE	Archive medical and dental records
E5	CORE	Assess medical training needs for personnel
E4	CORE	Assign patient care work to providers
E7	CORE	Assist in coordination of joint medical operational plans
E4	CORE	Assist in drafting command medical readiness plans
E4	CORE	Assist in drafting joint medical operational plans
E4	CORE	Assist in monitoring joint medical operational plans
E4	CORE	Assist with the development of treatment plans
E4	CORE	Calculate medication dosages
E4	CORE	Comply with Health Insurance Portability and Accountability Act (HIPAA) requirements
E4	CORE	Comply with Joint Commission on Accreditation of Healthcare Organization (JCAHO) standards
E4	CORE	Comply with Medical Inspector General (MED IG) standards
E6	CORE	Conduct health benefits counseling
E5	CORE	Conduct health promotions education
E7	CORE	Coordinate health service support elements and capabilities
E5	CORE	Coordinate medical evacuations
E7	CORE	Coordinate medical organization performance improvement programs
E5	CORE	Develop medical and dental training programs
E4	CORE	Document intradermal skin test results
E6	CORE	Evaluate command Quality Assurance (QA) programs for patient safety
E4	CORE	Evaluate medical training needs for the crew
E4	CORE	Examine laboratory specimen labels
E4	CORE	Execute joint medical operational plans
E4	CORE	Explain Dental Common Access System (DENCAS) and database programs
E5	CORE	Implement medical training for personnel
E4	CORE	Inspect antidote lockers
E4	CORE	Inspect Battle Dressing Stations (BDS)
E4	CORE	Inspect medical and dental equipment

E4	CORE	Inventory antidote lockers
E6	CORE	Inventory controlled substances
E4	CORE	Maintain departmental training jackets
E4	CORE	Maintain professional certifications
E4	CORE	Maintain professional development
E4	CORE	Maintain service contracts for medical equipment
E6	CORE	Manage key control programs
E4	CORE	Manage linen supplies
E4	CORE	Manage medical and dental records
E4	CORE	Manage medical and dental supplies
E5	CORE	Manage medical readiness reporting systems
E4	CORE	Manage personnel medical readiness status
E4	CORE	Manage staff and patient recall rosters
E4	CORE	Perform language translation
E5	CORE	Prepare Accident and Injury (A & I) reports
E4	CORE	Prepare decedent affairs forms
E6	CORE	Prepare health services augmentation program requests
E4	CORE	Prepare medical reports
E4	CORE	Prepare medication cards
E4	CORE	Prepare monthly morbidity reports
E4	CORE	Prepare patient profiles
E4	CORE	Process consultation forms
E4	CORE	Provide data for birth certificates
E4	CORE	Provide data for death certificates
E4	CORE	Retrieve patient data
E5	CORE	Review Accident and Injury (A & I) reports
E7	CORE	Review decedent affairs message traffic
E6	CORE	Review medical documents for standards compliance
E6	CORE	Review monthly morbidity reports
E4	CORE	Review patient records
E4	CORE	Stock ambulance with supplies
E4	CORE	Stock supplies according to Authorized Medical Allowance Lists (AMAL)
E4	CORE	Store medical and dental supplies
E4	CORE	Translate medical terminology for patients
E4	CORE	Update medical and dental records
E4	CORE	Verify medical and dental records
E4	CORE	Write laboratory requests

CHAPTER 41

HOSPITALMAN
(HN)

NAVPERS 18068-41A
CH-58

Updated: April 2014

TABLE OF CONTENTS
HOSPITALMAN (HN)

SCOPE OF RATING	HN-3
GENERAL INFORMATION	HN-4
HOSPITALMAN	HN-5
EMERGENCY AND FIELD TREATMENT	HN-5
PATIENT CARE	HN-6
PREVENTIVE OCCUPATIONAL MEDICINE	HN-8
TRAINING, ADMINISTRATION, AND LOGISTICS	HN-9

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

Hospitalman (HN)
APPRENTICESHIP

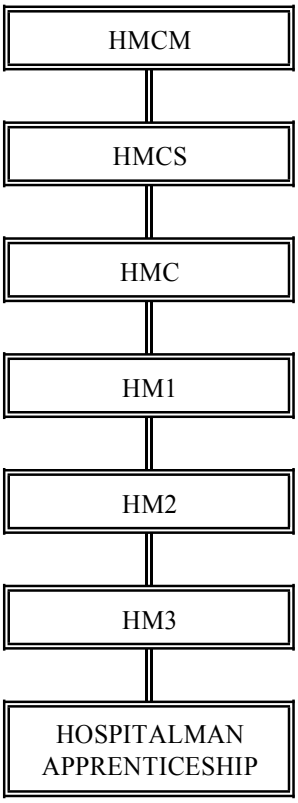
SCOPE OF RATING

Hospitalmen (HN) perform duties as assistants in the prevention and treatment of disease and injury; including first aid and preventive medicine procedures; assist with physical examinations; provide patient care and the administration of medicinals and parenteral solutions; perform general laboratory, pharmacy, and other patient support services; assist in the administrative supply and accounting procedures within medical departments ashore, afloat, and with the Marine Corps; instruct medical and non-medical personnel in first aid, self aid, personal hygiene, and medical records maintenance and assist in the transportation of the sick and injured; assist in the maintenance of environmental health standards; and are prepared to assist in the prevention and treatment of Chemical, Biological, and Radiological (CBR) casualties and other contingencies.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 41.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Physician's Assistant can be found in OPNAVINST 1420.1; to medical Service Corps in SECNAVINST 1120.8; and to Nurse Corps through the Medical Enlisted Commissioning Program in MILPERSMAN 1131-050.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Hospitalman

Job Code

003358

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Healthcare Support	TBD	HOSPITALMAN	HOSPMAN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	HN	None

Job Description

Hospitalmen perform duties as assistants in the prevention and treatment of medical and dental disease and injury and assist health care professionals in providing care to Navy and Marine Corps personnel of the operational forces, shore activities, and other authorized beneficiaries; function as clinical or specialty technicians and administrative personnel; and serve as battlefield corpsmen with the Marine Corps and Naval Construction Forces, rendering emergency medical treatment to include initial treatment in a combat environment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Non Occupational	190000	Medical Assistants	31-9092.00	Healthcare Support

Skills	Abilities
Complex Problem Solving	*Deductive Reasoning*
Critical Thinking	*Manual Dexterity*
Operation and Control	*Problem Sensitivity*
Service Orientation	*Inductive Reasoning*
Management of Material Resources	*Finger Dexterity*
Judgment and Decision Making	*Information Ordering*
Equipment Selection	*Speed of Closure*
Operations Analysis	*Arm-Hand Steadiness*
Monitoring	*Reaction Time*
Coordination	*Flexibility of Closure*

EMERGENCY AND FIELD TREATMENT

Paygrade	Task Type	Task Statements
E3	CORE	Administer charcoal via nasogastric route
E3	CORE	Administer emergency medications
E3	CORE	Apply tourniquets
E3	CORE	Assess bites and stings (human, animal, insect)
E3	CORE	Assess cold casualties
E3	CORE	Assess heat casualties
E3	CORE	Assess patients for adverse drug effects
E3	CORE	Assess patients for cardiopulmonary emergencies
E3	CORE	Assess patients for Chemical, Biological, Radiological, Nuclear, and high-yield Explosive (CBRNE) exposed patients
E3	CORE	Assess patients for external hemorrhages
E3	CORE	Assess patients for eye injuries
E3	CORE	Assess patients for head and neck injuries
E3	CORE	Assess patients for internal hemorrhages
E3	CORE	Assess patients for intoxication, poisonings, or hazardous material exposures
E3	CORE	Assess patients for orthopedic injuries
E3	CORE	Assess patients for respiratory emergencies
E3	CORE	Assess patients for shock
E3	CORE	Assess patients for thermal burns or injuries
E3	CORE	Assess patients for thoracic injuries
E3	CORE	Assess placement of tourniquet
E3	CORE	Assess scene safety
E3	CORE	Assist in treatment of acute drug and chemical intoxications or poisonings

E3	CORE	Assist in treatment of chemical burns or injuries
E3	CORE	Assist in treatment of internal hemorrhages
E3	CORE	Assist triage officer during mass casualties
E3	CORE	Assist with childbirth procedures
E3	CORE	Establish patient airway
E3	CORE	Insert artificial airways
E3	CORE	Monitor anaphylactic reactions
E3	CORE	Perform artificial respiration
E3	CORE	Perform healthcare provider Basic Life Support (BLS)
E3	CORE	Prepare patients for evacuations
E3	CORE	Remove superficial foreign bodies
E3	CORE	Treat patients for shock

PATIENT CARE

Paygrade	Task Type	Task Statements
E3	CORE	Administer enemas
E3	CORE	Administer immunizations
E3	CORE	Administer intradermal skin tests
E3	CORE	Administer Intramuscular (IM) and subcutaneous injections
E3	CORE	Administer Intravenous (IV) therapies
E3	CORE	Administer local anesthesia
E3	CORE	Administer oxygen therapies
E3	CORE	Administer rectal medications
E3	CORE	Administer sublingual medications
E3	CORE	Aid ill and disabled patients in daily activities
E3	CORE	Aid patients with seizure disorders
E3	CORE	Ambulate patients using parallel bars, walkers, cane, or crutches
E3	CORE	Analyze intradermal skin tests
E3	CORE	Apply orthopedic devices
E3	CORE	Assess airway
E3	CORE	Assess breathing
E3	CORE	Assess circulation
E3	CORE	Assess dressing sites for hemorrhage
E3	CORE	Assess external parasite infestations (lice, crabs, scabies, etc.)
E3	CORE	Assess general appearance of patients
E3	CORE	Assess patients for abdominal injuries
E3	CORE	Assess patients for consciousness
E3	CORE	Assess patients for diabetic symptoms
E3	CORE	Assess patients for Ear, Nose and Throat (ENT) injuries
E3	CORE	Assess patients for Gastrointestinal (GI) symptoms
E3	CORE	Assess patients for genitourinary symptoms
E3	CORE	Assess patients for mental stability
E3	CORE	Assess patients for pain
E3	CORE	Assess patients for seizures
E3	CORE	Assess patients for side effects of treatments
E3	CORE	Assess patients neurological status

E3	CORE	Assist in opening and draining infected areas
E3	CORE	Assist in the treatment for pain
E3	CORE	Assist in treatment of abdominal and thoracic conditions
E3	CORE	Assist in treatment of cardiovascular conditions
E3	CORE	Assist in treatment of diabetic conditions
E3	CORE	Assist in treatment of Ear, Nose and Throat (ENT) conditions
E3	CORE	Assist in treatment of eye conditions
E3	CORE	Assist in treatment of food borne illnesses
E3	CORE	Assist in treatment of Gastrointestinal (GI) conditions
E3	CORE	Assist in treatment of genitourinary conditions
E3	CORE	Assist in treatment of head and neck conditions
E3	CORE	Assist in treatment of orthopedic conditions
E3	CORE	Assist in treatment of respiratory conditions
E3	CORE	Assist in treatment of soft tissue disorders
E3	CORE	Assist in treatment of spinal cord injuries
E3	CORE	Assist in treatment of thermal burns or injuries
E3	CORE	Assist in treatment of unconscious patients
E3	CORE	Assist patients with postural drainage
E3	CORE	Assist patients with respiration therapies
E3	CORE	Assist with removal of urinary catheters
E3	CORE	Assist with the removal of artificial airways
E3	CORE	Clean wounds
E3	CORE	Close lacerations with dressing materials
E3	CORE	Close lacerations with staples or sutures
E3	CORE	Collect laboratory samples
E3	CORE	Conduct range of motion exercises
E3	CORE	Counsel patients regarding treatment plans
E3	CORE	Debride wounds
E3	CORE	Discontinue Intravenous (IV) lines
E3	CORE	Dispense patient medications
E3	CORE	Dress wounds
E3	CORE	Evacuate fluid and debris
E3	CORE	Identify abnormal laboratory results
E3	CORE	Identify anatomical structures
E3	CORE	Identify gross anatomical structures of human anatomy
E3	CORE	Instruct patients in self-care (equipment, medication, etc.)
E3	CORE	Interview patients to obtain medical histories
E3	CORE	Irrigate infected areas
E3	CORE	Isolate infectious patients
E3	CORE	Maintain artificial airways
E3	CORE	Monitor fluid intake and output
E3	CORE	Monitor Intravenous (IV) hyperalimenation administration
E3	CORE	Monitor Intravenous (IV) medications or therapies
E3	CORE	Monitor prescribed diets
E3	CORE	Monitor side effects of treatments

E3	CORE	Monitor sitz baths
E3	CORE	Monitor vital signs
E3	CORE	Obtain cultures
E3	CORE	Obtain vital signs
E3	CORE	Participate in patient rounds
E3	CORE	Perform basic neurological checks
E3	CORE	Perform circulatory checks
E3	CORE	Perform cryotherapy treatments
E3	CORE	Perform finger sticks for capillary blood specimens
E3	CORE	Perform nebulizer treatments
E3	CORE	Perform patient escorts
E3	CORE	Perform venipuncture
E3	CORE	Prepare patients for medical procedures
E3	CORE	Prepare patients for transport
E3	CORE	Prepare sitz baths
E3	CORE	Provide discharge instructions to patients
E3	CORE	Provide urinary catheter care
E3	CORE	Reconstitute medications for administration
E3	CORE	Reinforce dressings
E3	CORE	Remove external sutures
E3	CORE	Remove orthopedic devices
E3	CORE	Report abnormal laboratory results
E3	CORE	Report abnormal vital sign values
E3	CORE	Report side effects to medications
E3	CORE	Report side effects to treatments
E3	CORE	Shave patients for surgery
E3	CORE	Stabilize patients for transport
E3	CORE	Treat patient burns

PREVENTIVE OCCUPATIONAL MEDICINE

Paygrade	Task Type	Task Statements
E3	CORE	Analyze potable water test results
E3	CORE	Clean sterilizers and sanitizers
E3	CORE	Collect biohazardous waste
E3	CORE	Deliver contaminated items to Central Sterilization Room (CSR)
E3	CORE	Demonstrate universal precautions
E3	CORE	Disinfect medical and dental equipment and instruments
E3	CORE	Disinfect medical and Dental Treatment Rooms (DTR)
E3	CORE	Doff sterile surgical gowns and gloves
E3	CORE	Don sterile surgical gowns and gloves
E3	CORE	Drape equipment for sterile procedures
E3	CORE	Fit noise protection devices
E3	CORE	Identify contaminated disposables and non-disposables
E3	CORE	Maintain sterile fields
E3	CORE	Measure visual acuity
E3	CORE	Open sterile trays and packs
E3	CORE	Perform color perception tests

E3	CORE	Perform infection control procedures
E3	CORE	Perform patient carrying techniques (transport, lift, etc.)
E3	CORE	Perform refrigerator temperature checks
E3	CORE	Prepare items for sterilization
E3	CORE	Process biohazardous waste
E3	CORE	Set-up sterile fields
E3	CORE	Sort biohazardous waste
E3	CORE	Transport biohazardous waste for disposal

TRAINING, ADMINISTRATION, AND LOGISTICS

Paygrade	Task Type	Task Statements
E3	CORE	Analyze patient chart data for continuity
E3	CORE	Assist customers with filling out medical forms
E3	CORE	Assist with development of treatment plans
E3	CORE	Conduct first aid and health training for non-medical personnel
E3	CORE	Conduct medical and dental training
E3	CORE	Convert weights and measures
E3	CORE	Create medical or dental records
E3	CORE	Document data in medical and dental records
E3	CORE	Document disposal of biohazardous waste
E3	CORE	File medical and dental treatment records
E3	CORE	Inspect medical and dental equipment
E3	CORE	Inventory Battle Dressing Stations (BDS)
E3	CORE	Inventory medical equipment and supplies
E3	CORE	Maintain medical equipment
E3	CORE	Maintain patient privacy
E3	CORE	Prepare hospital beds
E3	CORE	Prepare laboratory requests
E3	CORE	Prepare Medication Administration Records (MAR)
E3	CORE	Record sterilization and biological data
E3	CORE	Schedule appointments
E3	CORE	Verify specimen labels

CHAPTER 42

HULL MAINTENANCE TECHNICIAN (HT)

NAVPERS 18068-42D
CH-55

Updated: July 2013

TABLE OF CONTENTS
HULL MAINTENANCE TECHNICIAN (HT)

SCOPE OF RATING	HT-3
GENERAL INFORMATION	HT-4
HULL SYSTEMS MAINTAINER	HT-5
BRAZING	HT-5
CUTTING AND WELDING	HT-6
DAMAGE CONTROL	HT-7
METAL LAYOUT, FABRICATION, AND INSTALLATION	HT-7
PLUMBING AND PIPING SYSTEMS REPAIR	HT-7
SEWAGE SYSTEMS MAINTENANCE AND REPAIR	HT-8
TECHNICAL ADMINISTRATION	HT-8
TESTS AND INSPECTIONS	HT-9
TOOL MAINTENANCE AND REPAIR	HT-9
HULL SYSTEMS TECHNICIAN	HT-10
BRAZING	HT-10
CUTTING AND WELDING	HT-11
DAMAGE CONTROL	HT-11
METAL LAYOUT, FABRICATION, AND INSTALLATION	HT-11
PLUMBING AND PIPING SYSTEMS REPAIR	HT-12
SEWAGE SYSTEMS MAINTENANCE AND REPAIR	HT-12
TECHNICAL ADMINISTRATION	HT-13
TESTS AND INSPECTIONS	HT-13
TOOL MAINTENANCE AND REPAIR	HT-13

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

HULL MAINTENANCE TECHNICIAN (HT)

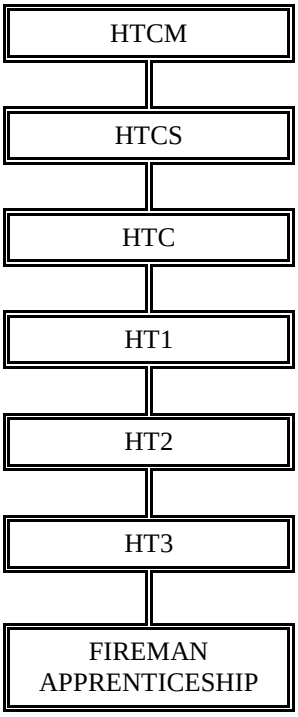
SCOPE OF RATING

Hull Maintenance Technicians (HT) plan, supervise, and perform tasks necessary for fabrication, installation, maintenance, repair, and inspection of shipboard structures, plumbing, sewage, and piping systems; organize and supervise personnel in maintenance and hull repairs; instruct personnel; enforce safety and security procedures; and prepare records and reports.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 42.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Hull Systems Maintainer

Job Code

003004

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	HULL SYSTEMS MAINTAINER	H SYS MAIN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	HT	Not applicable, based upon the NEC assigned to the job (if any)

Job Description

Hull Systems Maintainers perform the work necessary to keep shipboard structures and surfaces in good condition; maintain and operate shipboard plumbing systems, marine sanitation systems, and ballast control systems; fabricate structures from light and heavy gauge metal such as aluminum, stainless steel, copper, brass, steel, and corrugated iron; inspect and test various shipboard structures and systems using radiological, ultrasonic, and magnetic particle testing equipment; conduct repairs to marine sanitation systems, decks, structures, and hulls by welding, brazing, and riveting; install, maintain, and repair valves, piping, and plumbing system fittings and fixtures; perform pipe cutting, threading and assembly, repair ventilation ducting, and install and repair insulation and lagging; and repair metal, wood, and fiberglass boats. Maintainers utilize the Quality Assurance Program and work under the supervision of a Hull System Technician.

DoD Relationship

Group Title	*DoD Code*
Other Craftsworkers N.E.C.,	179000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Maintenance and Repair Workers, General	49-9042.00	Installation, Maintenance, and General Repair

Skills	***Abilities***
Equipment Selection	*Control Precision*
Operation and Control	*Information Ordering*
Quality Control Analysis	*Arm-Hand Steadiness*
Equipment Maintenance	*Memorization*
Management of Material Resources	*Manual Dexterity*
Installation	*Finger Dexterity*
Reading Comprehension	*Problem Sensitivity*
Systems Evaluation	*Visual Color Discrimination*
Operation Monitoring	*Near Vision*
Monitoring	*Selective Attention*

BRAZING

Paygrade	Task Type	Task Statements
E4	CORE	Inspect compressed gas cylinders for proper storage
E4	CORE	Operate portable ventilation equipment
E4	CORE	Perform oxyacetylene brazing, cutting, and welding operations
E4	CORE	Perform welding operations
E4	CORE	Set up portable ventilation equipment
E4	CORE	Set up welding equipment
E4	CORE	Visually identify oxygen and acetylene gauges

CUTTING AND WELDING

Paygrade	Task Type	Task Statements
E4	CORE	Cut ferrous and non-ferrous metals
E4	CORE	Maintain band saw
E4	CORE	Maintain beverly shear
E4	CORE	Maintain brake press
E4	CORE	Maintain drill press
E4	CORE	Maintain notching punching shearing machine
E4	CORE	Maintain pipe threading and cutting machine
E4	CORE	Maintain plasma cutting equipment
E4	CORE	Maintain power hack saw
E4	CORE	Maintain shear
E4	CORE	Maintain sheet metal brake
E4	CORE	Maintain slip roll
E4	CORE	Maintain turret punch
E4	CORE	Operate band saw
E4	CORE	Operate beverly shear
E4	CORE	Operate brake press
E4	CORE	Operate drill press
E4	CORE	Operate notching punching shearing machine
E4	CORE	Operate pedestal grinder
E4	CORE	Operate pipe threading and cutting machine
E4	CORE	Operate plasma cutting equipment
E4	CORE	Operate power hack saw
E4	CORE	Operate shear
E4	CORE	Operate sheet metal brake
E4	CORE	Operate slip roll
E4	CORE	Operate turret punch
E4	CORE	Set up band saw
E4	CORE	Set up beverly shear
E4	CORE	Set up brake press
E4	CORE	Set up drill press
E4	CORE	Set up notching punching shearing machine
E4	CORE	Set up pipe threading and cutting machine
E4	CORE	Set up plasma cutting equipment
E4	CORE	Set up power hack saw
E4	CORE	Set up shear
E4	CORE	Set up sheet metal brake

E4	CORE	Set up slip roll
E4	CORE	Set up turret punch

DAMAGE CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Align main and secondary drainage
E4	CORE	Install emergency pipe patches
E4	CORE	Maintain main and secondary drainage
E4	CORE	Operate main and secondary drainage

METAL LAYOUT, FABRICATION, AND INSTALLATION

Paygrade	Task Type	Task Statements
E4	CORE	Check piping fitups
E4	CORE	Check structural metal fitups
E4	CORE	Clean welds and castings
E4	CORE	Create sheet metal layout patterns
E4	CORE	Install joiner doors
E4	CORE	Layout, fabricate, and install sheet metal products
E4	CORE	Manufacture equipment templates
E4	CORE	Manufacture metal and non-metal deck plates
E4	CORE	Perform drilling, tapping, and threading operations
E4	CORE	Perform shop mathematics
E4	CORE	Prepare surfaces for welding
E4	CORE	Repair deck stanchions
E4	CORE	Repair fume tight doors
E4	CORE	Repair sheet metal bulkheads
E4	CORE	Repair small boat hulls
E5	CORE	Repair water tight doors, hatches, and scuttles
E4	CORE	Replace equipment flanges

PLUMBING AND PIPING SYSTEMS REPAIR

Paygrade	Task Type	Task Statements
E4	CORE	Bend metal piping
E4	CORE	Clear clogged piping
E4	CORE	Fabricate sealing gaskets
E4	CORE	Fabricate templates to aid in the repair and replacement of piping
E4	CORE	Identify piping systems material and fittings by markings
E4	CORE	Inspect flexible hoses and connections
E4	CORE	Install metal and non-metal sinks
E4	CORE	Layout and fabricate metal flanges and targets
E4	CORE	Manufacture gauge lines
E4	CORE	Repack system valves

E4	CORE	Repair piping system components
E4	CORE	Repair showers, faucets, and flushometers
E4	CORE	Replace deck drains
E4	CORE	Replace flexible hoses and connections
E4	CORE	Replace piping system components
E4	CORE	Replace valve components
E4	CORE	Visually identify and inspect shipboard piping systems and components

SEWAGE SYSTEMS MAINTENANCE AND REPAIR

Paygrade	Task Type	Task Statements
E4	CORE	Align Collection Holding and Transfer (CHT) system for at-sea mode
E4	CORE	Align Collection Holding and Transfer (CHT) system for in-port mode
E4	CORE	Align Collection Holding and Transfer (CHT) system for transit mode
E4	CORE	Clean and disinfect sewage contaminated compartments
E4	CORE	Clean sewage pumps
E4	CORE	Conduct sewage spill containment and clean up
E4	CORE	Cycle diverter valves
E4	CORE	Doff Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E4	CORE	Don Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E4	CORE	Maintain Collection Holding and Transfer (CHT) system risers
E4	CORE	Maintain sewage spill lockers
E4	CORE	Maintain, repair, and test sewage system piping and components
E4	CORE	Operate Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E4	CORE	Replace commodes and urinals
E4	CORE	Set up Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E4	CORE	Take soundings (tanks, voids, etc.)
E4	CORE	Test Collection Holding Tank (CHT) float sensors
E4	CORE	Test sewage pumps

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Calculate daily draft reports
E4	CORE	Interpret technical drawings and blueprints
E4	CORE	Prepare Quality Assurance (QA) forms
E5	CORE	Review Quality Assurance (QA) forms
E4	CORE	Update Quality Assurance (QA) forms

TESTS AND INSPECTIONS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct non-destructive visual liquid penetrate tests
E4	CORE	Conduct spark tests to identify metals
E4	CORE	Take precision feeler gauge clearance readings
E4	CORE	Take precision micrometer measurement readings
E4	CORE	Visually identify types of metal

TOOL MAINTENANCE AND REPAIR

Paygrade	Task Type	Task Statements
E4	CORE	Dress grinding wheels
E4	NON-CORE	Identify tools requiring calibration
E4	CORE	Maintain hand tools
E4	CORE	Replace saw blades, belts, bits, and disks

Job Title

Hull Systems Technician

Job Code

003556

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	TBD	HULL SYSTEMS TECHNICIAN	H SYS TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	HT	Not applicable, based upon the NEC assigned to the job (if any)

Job Description

Hull Systems Technicians perform the work necessary to keep shipboard structures and surfaces in good condition; maintain and operate shipboard plumbing systems, marine sanitation systems, and ballast control systems, and manage the Quality Assurance Program; fabricate structures from light and heavy gauge metal such as aluminum, stainless steel, copper, brass, steel, and corrugated iron; inspect and test various shipboard structures and systems using radiological, ultrasonic, magnetic particle, and liquid penetrant testing equipment; conduct repairs to marine sanitation systems, decks, structures, and hulls by welding, brazing, and riveting; install, maintain, and repair valves, piping and plumbing system fittings and fixtures; perform pipe cutting, bending, threading and assembly, repair ventilation ducting, and install and repair insulation and lagging; and repair metal, wood, and fiberglass boats. Technicians are expected to work independently and mentor Hull Systems maintainer(s) with very limited supervision.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Other Craftsworkers, N.E.C., General	179000	Inspectors, Testers, Sorters, Samplers, and Weighers	51-9061.00	Production

Skills	***Abilities***
Quality Control Analysis	*Information Ordering*
Equipment Selection	*Control Precision*
Operation and Control	*Arm-Hand Steadiness*
Equipment Maintenance	*Problem Sensitivity*
Monitoring	*Deductive Reasoning*
Reading Comprehension	*Manual Dexterity*
Systems Evaluation	*Written Comprehension*
Operation Monitoring	*Memorization*
Management of Material Resources	*Visual Color Discrimination*
Repairing	*Near Vision*

BRAZING

Paygrade	Task Type	Task Statements
E4	CORE	Inspect compressed gas cylinders for proper storage
E4	CORE	Operate portable ventilation equipment
E4	CORE	Perform oxyacetylene brazing, cutting, and welding operations
E4	CORE	Perform welding operations
E5	CORE	Preheat and post heat base metal for welding and cutting operations
E4	CORE	Set up portable ventilation equipment
E4	CORE	Set up welding equipment
E5	CORE	Stress relieve metal
E4	CORE	Visually identify oxygen and acetylene gauges

CUTTING AND WELDING

Paygrade	Task Type	Task Statements
E4	CORE	Cut ferrous and non-ferrous metals
E5	CORE	Maintain hossfeld bending machine
E5	NON-CORE	Maintain hydro test stand
E5	CORE	Maintain pull max
E5	CORE	Operate hossfeld bending machine
E5	NON-CORE	Operate hydro test stand
E5	CORE	Operate pull max
E5	CORE	Set up hossfeld bending machine
E5	NON-CORE	Set up hydro test stand
E5	CORE	Set up pull max

DAMAGE CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Align main and secondary drainage
E6	CORE	Conduct installed Damage Control (DC) equipment training
E6	CORE	Conduct portable Damage Control (DC) equipment training
E6	CORE	Conduct training on the use of protective clothing
E7	NON-CORE	Coordinate ballast and de-ballast evolutions
E7	CORE	Evaluate Damage Control (DC) training drills
E4	CORE	Install emergency pipe patches
E4	CORE	Maintain main and secondary drainage
E6	NON-CORE	Operate ballast control systems
E4	CORE	Operate main and secondary drainage

METAL LAYOUT, FABRICATION, AND INSTALLATION

Paygrade	Task Type	Task Statements
E4	CORE	Check piping fitups
E4	CORE	Check structural metal fitups
E4	CORE	Clean welds and castings
E4	CORE	Install joiner doors
E4	CORE	Manufacture equipment templates
E4	CORE	Manufacture metal and non-metal deck plates
E5	CORE	Manufacture metal cofferdams
E4	CORE	Perform shop mathematics
E4	CORE	Repair deck stanchions
E4	CORE	Repair fume tight doors
E4	CORE	Repair sheet metal bulkheads
E5	CORE	Repair structural damage
E5	CORE	Repair water tight doors, hatches, and scuttles

PLUMBING AND PIPING SYSTEMS REPAIR

Paygrade	Task Type	Task Statements
E4	CORE	Fabricate templates to aid in the repair and replacement of piping
E4	CORE	Identify piping systems material and fittings by markings
E4	CORE	Inspect flexible hoses and connections
E5	CORE	Inspect piping systems, tubing, and components
E5	CORE	Interpret piping diagrams
E4	CORE	Layout and fabricate metal flanges and targets
E4	CORE	Manufacture gauge lines
E4	CORE	Repair piping system components
E4	CORE	Replace flexible hoses and connections
E4	CORE	Replace piping system components
E5	CORE	Test repaired piping systems, tubing, and components
E4	CORE	Visually identify and inspect shipboard piping systems and components

SEWAGE SYSTEMS MAINTENANCE AND REPAIR

Paygrade	Task Type	Task Statements
E4	CORE	Align Collection Holding and Transfer (CHT) system for at-sea mode
E4	CORE	Align Collection Holding and Transfer (CHT) system for in-port mode
E4	CORE	Align Collection Holding and Transfer (CHT) system for transit mode
E4	CORE	Clean and disinfect sewage contaminated compartments
E4	CORE	Clean sewage pumps
E6	CORE	Conduct casualty control team training
E4	CORE	Conduct sewage spill containment and clean up
E7	CORE	Coordinate Collection Holding and Transfer (CHT) disposal evolutions
E6	CORE	Coordinate sewage spill containment and clean up
E4	CORE	Doff Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E4	CORE	Don Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E7	CORE	Implement and supervise personnel safety and rescue control procedures
E6	CORE	Maintain Gas Free Engineering (GFE) equipment
E4	CORE	Maintain, repair, and test sewage system piping and components
E5	CORE	Monitor Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E6	CORE	Operate Gas Free Engineering (GFE) equipment
E4	CORE	Operate Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E6	CORE	Set up and calibrate Gas Free Engineering (GFE) equipment
E4	CORE	Set up Supplied-Air Respirator/Self-Contained Breathing Apparatus (SAR/SCBA)
E4	CORE	Take soundings (tanks, voids, etc.)

E4	CORE	Test sewage pumps

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve Quality Assurance (QA) forms
E4	CORE	Calculate daily draft reports
E5	CORE	Certify a space safe for coldwork
E7	CORE	Certify a space safe for entry and re-entry
E5	CORE	Certify a space safe for hotwork
E7	CORE	Certify Immediately Dangerous to Life or Health (IDLH) space safe for entry
E4	CORE	Interpret technical drawings and blueprints
E7	CORE	Manage trouble call database
E4	CORE	Prepare Quality Assurance (QA) forms
E5	CORE	Recertify a space safe for entry
E5	CORE	Review Quality Assurance (QA) forms
E5	CORE	Update calibration records
E4	CORE	Update Quality Assurance (QA) forms
E7	CORE	Validate Engineering Operational Sequencing System (EOSS) manuals
E7	CORE	Verify accuracy of technical publications, blueprints, and drawings

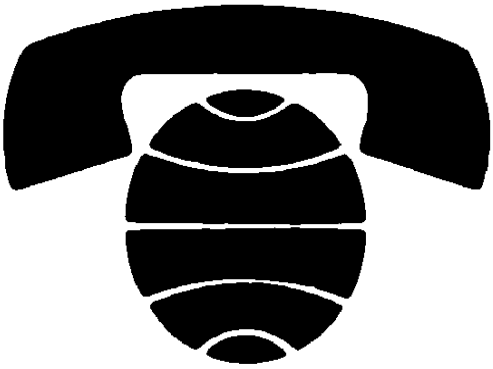
TESTS AND INSPECTIONS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct non-destructive visual liquid penetrate tests
E4	CORE	Conduct spark tests to identify metals
E5	CORE	Document Non-Destructive Test (NDT) results
E6	CORE	Inspect tanks and voids
E4	CORE	Take precision feeler gauge clearance readings
E4	CORE	Take precision micrometer measurement readings
E4	CORE	Visually identify types of metal

TOOL MAINTENANCE AND REPAIR

Paygrade	Task Type	Task Statements
E4	NON-CORE	Identify tools calibration requirements
E4	NON-CORE	Identify tools requiring calibration
E4	CORE	Maintain hand tools
E4	CORE	Replace saw blades, belts, bits, and disks

CHAPTER 43



INTERIOR COMMUNICATIONS ELECTRICIAN (IC)

NAVPERS 18068-43E
CH-64

Updated: October 2015

TABLE OF CONTENTS
INTERIOR COMMUNICATIONS ELECTRICIAN (IC)

SCOPE OF RATING	IC-3
GENERAL INFORMATION	IC-4
INTERIOR COMMUNICATION OPERATOR	IC-5
TECHNICAL CORE FUNDAMENTALS	IC-5
VIDEO ENTERTAINMENT, COMMUNICATION, AND MONITORING SYSTEMS	IC-5
INTERIOR COMMUNICATION TECHNICIAN	IC-6
ALARM, SAFETY, AND WARNING SYSTEMS	IC-6
AUXILIARY AND SUPPORT SYSTEMS	IC-6
DATA CONVERSION AND DISTRIBUTION	IC-7
EQUIPMENT ADMINISTRATION	IC-7
INDICATING, METERING, AND ORDERING	IC-8
INTERIOR COMMUNICATIONS	IC-8
NAVIGATION SYSTEMS	IC-8
TECHNICAL CORE FUNDAMENTALS	IC-9
VIDEO ENTERTAINMENT, COMMUNICATION, AND MONITORING SYSTEMS	IC-10
VISUAL LANDING AIDS	IC-11
INTERIOR COMMUNICATION ADMINISTRATOR	IC-12
AUXILIARY AND SUPPORT SYSTEMS	IC-12
DATA CONVERSION AND DISTRIBUTION	IC-12
EQUIPMENT ADMINISTRATION	IC-12
INDICATING, METERING, AND ORDERING	IC-13
INTERIOR COMMUNICATIONS	IC-13
NAVIGATION SYSTEMS	IC-13
TECHNICAL CORE FUNDAMENTALS	IC-13
VIDEO ENTERTAINMENT, COMMUNICATION, AND MONITORING SYSTEMS	IC-13
VISUAL LANDING AIDS	IC-14

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

INTERIOR COMMUNICATIONS ELECTRICIAN (IC)

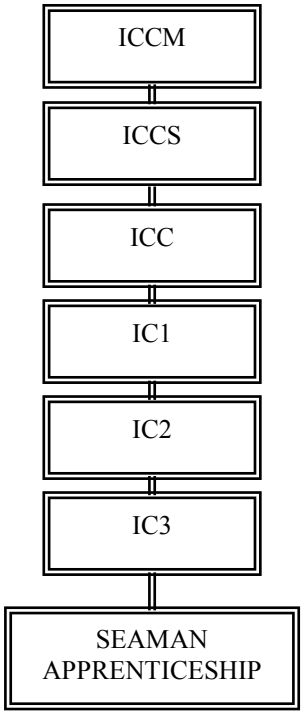
SCOPE OF RATING

Interior Communications Electricians (IC) configure and perform organizational and intermediate maintenance on alarm, safety, and warning systems, auxiliary and support systems, data conversion and distribution systems, indicating, metering, and ordering systems, Interior Communication (IC) systems, video entertainment, video communication, and video monitoring systems, navigation systems, environmental systems, and visual landing aids; interpret and analyze ships blueprints and system interface diagrams; inspect, test, and make detailed casualty analyses; and direct maintenance and repair of electrical, electronic, fiber optic, electrohydraulic, electromechanical, and synchro/servo systems.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 43.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

INTERIOR COMMUNICATION OPERATOR 003733

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	INTERIOR COMMUNICATION OP	INT COMM OPER

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	IC	NECs 4740, 4741, 4746

Job Description

Interior Communication Operators broadcast video communications, video entertainment, and video monitoring feeds; perform internal communications with amplified voice communication systems, sound powered phones, and ships service telephones; and work under the supervision of a mentor while learning a trade or skill.

DoD Relationship

Group Title	*DoD Code*
Interior Communications	162300

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Telecommunications Equipment Installers and Repairers, Except Line Installers	49-2022.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation and Control	*Control Precision*
Operation Monitoring	*Selective Attention*
Speaking	*Deductive Reasoning*
Information Ordering	

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Perform internal communications (e.g., amplified voice communications, sound powered phone, and ships service telephone)

VIDEO ENTERTAINMENT, COMMUNICATION, AND MONITORING SYSTEMS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Broadcast video communications
E5	CORE	Broadcast video entertainment
E4	CORE	Broadcast video monitoring feeds

Job Title **Job Code**

INTERIOR COMMUNICATION TECHNICIAN 003734

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	INTERIOR COMMUNICATION TEC	INT COMM TECH

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	IC	NECs 1410, 1591, 4135, 4651, 4668, 4671, 4675, 4703, 4712, 4713, 4717, 4720, 4727, 4738, 4739, 4740, 4741, 4743, 4746, 4747, 4755, 4758, 4775, 4777, 4778, 4779, 4782, 4784, 4787, 4789, 4813, 5642, 9534, 9594, 9612

Job Description

Interior Communication Technicians perform, coordinate, and direct the installation, configuration, maintenance, and repair of electrical, electronic, fiber optic, electrohydraulic, electromechanical, and synchro/servo systems on ships and at shore facilities including alarm, safety, and warning systems, auxiliary and support systems, data conversion and distribution systems, indicating, metering, and ordering systems, Interior Communication (IC) systems, video entertainment, video communication, and video monitoring systems, navigation systems, environmental systems, and visual landing aids; perform Interior Communications (IC) watchstanding; and work with little to no supervision while mentoring operators.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Interior Communications	162300	Telecommunications Line Installers and Repairers	49-9052.00	Installation, Maintenance, and Repair

Skills	Abilities
Systems Analysis	*Written Comprehension*
Reading Comprehension	*Selective Attention*
Quality Control Analysis	*Inductive Reasoning*
Operation Monitoring	*Deductive Reasoning*
Equipment Selection	*Information Ordering*
Troubleshooting	*Written Expression*
Equipment Maintenance	*Manual Dexterity*
Repairing	*Oral Expression*
Operation and Control	*Visualization*
Management of Material Resources	*Finger Dexterity*

ALARM, SAFETY, AND WARNING SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure alarm, safety, and warning systems
E4	NON-CORE	Configure Damage Control Console (DCC) systems
E4	CORE	Perform preventive maintenance on alarm, safety, and warning systems
E4	NON-CORE	Perform preventive maintenance on Damage Control Console (DCC) systems
E4	CORE	Repair alarm, safety, and warning systems
E4	NON-CORE	Repair Damage Control Console (DCC) systems
E4	CORE	Test alarm, safety, and warning systems
E4	NON-CORE	Test Damage Control Console (DCC) systems
E4	CORE	Troubleshoot alarm, safety, and warning systems
E4	NON-CORE	Troubleshoot Damage Control Console (DCC) systems

AUXILIARY AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure cathodic protection systems
E4	CORE	Configure Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Perform preventive maintenance on auxiliary backup power systems
E4	CORE	Perform preventive maintenance on cathodic protection systems

E4	CORE	Perform preventive maintenance on Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Repair auxiliary backup power systems
E5	CORE	Repair cathodic protection systems
E4	CORE	Repair Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Test auxiliary backup power systems
E4	CORE	Test cathodic protection systems
E4	CORE	Test Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems
E4	CORE	Troubleshoot auxiliary backup power systems
E5	CORE	Troubleshoot cathodic protection systems
E4	CORE	Troubleshoot Commercial-Off-The-Shelf (COTS) and Non-Program of Record (Non-POR) systems

DATA CONVERSION AND DISTRIBUTION

Paygrade	Task Type	Task Statements
E4	CORE	Configure computer and peripheral systems
E4	CORE	Configure data conversion and distribution systems
E4	CORE	Configure network systems
E5	CORE	Maintain Interior Communication (IC) system password accounts
E4	CORE	Perform preventive maintenance on computer and peripheral systems
E4	CORE	Perform preventive maintenance on data conversion and distribution systems
E4	CORE	Perform preventive maintenance on network systems
E4	CORE	Perform preventive maintenance on programmable logic controller systems
E4	CORE	Repair computer and peripheral systems
E4	CORE	Repair data conversion and distribution systems
E4	CORE	Repair network systems
E4	CORE	Repair programmable logic controller systems
E4	CORE	Test computer and peripheral systems
E4	CORE	Test data conversion and distribution systems
E4	CORE	Test network systems
E4	CORE	Test programmable logic controller systems
E4	CORE	Troubleshoot computer and peripheral systems
E4	CORE	Troubleshoot data conversion and distribution systems
E4	CORE	Troubleshoot network systems
E4	CORE	Troubleshoot programmable logic controller systems
E5	CORE	Update network software and firmware

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Document equipment status
E4	CORE	Inspect work areas, tools, and equipment
E4	CORE	Install Interior Communication (IC) equipment
E4	CORE	Inventory controlled equipment

E4	CORE	Maintain Interior Communication (IC) equipment calibration records
E6	CORE	Manage equipment certifications and recertifications
E5	CORE	Review technical briefs, notices, and bulletins
E5	CORE	Supervise work center Interior Communication (IC) equipment and system maintenance operations
E6	CORE	Verify equipment installations, testing, and alterations

INDICATING, METERING, AND ORDERING

Paygrade	Task Type	Task Statements
E4	NON-CORE	Configure Ballast Control Console (BCC) systems
E4	CORE	Configure wind speed and direction systems
E4	NON-CORE	Perform preventive maintenance on Ballast Control Console (BCC) systems
E4	CORE	Perform preventive maintenance on wind speed and direction systems
E4	NON-CORE	Repair Ballast Control Console (BCC) systems
E4	CORE	Repair wind speed and direction systems
E4	NON-CORE	Test Ballast Control Console (BCC) systems
E4	CORE	Test wind speed and direction systems
E4	NON-CORE	Troubleshoot Ballast Control Console (BCC) systems
E4	CORE	Troubleshoot wind speed and direction systems

INTERIOR COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Configure Interior Communication (IC) switchboards
E4	CORE	Configure ships service telephone systems
E4	CORE	Configure sound powered phone systems
E4	CORE	Perform preventive maintenance on Interior Communication (IC) switchboards
E4	CORE	Perform preventive maintenance on ships service telephone systems
E4	CORE	Perform preventive maintenance on sound powered phone systems
E5	CORE	Repair Interior Communication (IC) switchboards
E4	CORE	Repair ships service telephone systems
E4	CORE	Repair sound powered phone systems
E4	CORE	Test Interior Communication (IC) switchboards
E4	CORE	Test ships service telephone systems
E4	CORE	Test sound powered phone systems
E5	CORE	Troubleshoot Interior Communication (IC) switchboards
E4	CORE	Troubleshoot ships service telephone systems
E4	CORE	Troubleshoot sound powered phone systems

NAVIGATION SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure indicating, ordering, and metering systems
E4	CORE	Configure navigation systems
E4	CORE	Configure ships control console systems
E4	CORE	Configure steering control systems
E4	CORE	Perform preventive maintenance on indicating, ordering, and metering systems
E4	CORE	Perform preventive maintenance on navigation systems

E4	CORE	Perform preventive maintenance on ships control console systems
E4	CORE	Perform preventive maintenance on ships speed systems
E4	CORE	Perform preventive maintenance on steering control systems
E4	CORE	Repair indicating, ordering, and metering systems
E4	CORE	Repair navigation systems
E5	CORE	Repair ships control console systems
E4	CORE	Repair ships speed systems
E5	CORE	Repair steering control systems
E6	NON-CORE	Supervise steering control systems corrective maintenance
E4	CORE	Test indicating, ordering, and metering systems
E4	CORE	Test navigation systems
E5	CORE	Test ships control console systems
E4	CORE	Test ships speed systems
E5	CORE	Test steering control systems
E4	CORE	Troubleshoot indicating, ordering, and metering systems
E4	CORE	Troubleshoot navigation systems
E4	CORE	Troubleshoot ships control console systems
E4	CORE	Troubleshoot ships speed systems
E4	CORE	Troubleshoot steering control systems

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze blueprints and ships drawings
E4	CORE	Analyze electrical and electronic schematics
E4	CORE	Analyze mechanical drawings
E4	CORE	Analyze piping and valve drawings
E4	CORE	Analyze technical manuals
E4	CORE	Configure Alternating Current (AC) circuits
E4	CORE	Configure combat systems equipment
E5	CORE	Control Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) effects on electronic systems
E4	CORE	Perform basic soldering on electrical equipment
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures (e.g., casualty responses/operations, normal operations, initialize/de-energize equipment, etc.)
E4	CORE	Perform corrosion prevention and control procedures on Interior Communication (IC) equipment and systems
E4	CORE	Perform internal communications (e.g., amplified voice communications, sound powered phone, and ships service telephone)
E4	CORE	Perform preventive maintenance on Alternating Current (AC) circuits
E4	CORE	Perform preventive maintenance on Alternating Current and Direct Current (AC/DC) motors
E4	CORE	Perform preventive maintenance on electromechanical (synchro/servo) systems
E5	CORE	Perform preventive maintenance on fiber optic cables and connectors
E4	CORE	Perform preventive maintenance on interconnecting cables and connectors

E4	CORE	Perform preventive maintenance on power supplies
E4	CORE	Perform preventive maintenance on valves
E4	CORE	Repair Alternating Current (AC) circuits
E4	CORE	Repair digital circuits
E4	CORE	Repair Direct Current (DC) circuits
E4	CORE	Repair electromechanical (synchro/servo) systems
E4	CORE	Repair fiber optic cables and connectors
E4	CORE	Repair interconnecting cables and connectors
E4	CORE	Repair power supplies
E4	CORE	Repair Radio Frequency (RF) circuits
E4	CORE	Repair valves
E4	CORE	Test Alternating Current (AC) circuits
E5	CORE	Test Alternating Current and Direct Current (AC/DC) motors
E4	CORE	Test digital circuits
E4	CORE	Test Direct Current (DC) circuits
E4	CORE	Test electromechanical (synchro/servo) systems
E4	CORE	Test fiber optic cables and connectors
E4	CORE	Test interconnecting cables and connectors
E4	CORE	Test power supplies
E4	CORE	Test Radio Frequency (RF) circuits
E4	CORE	Test valves
E5	CORE	Train technicians in casualty control procedures
E4	CORE	Troubleshoot Alternating Current (AC) circuits
E5	CORE	Troubleshoot Alternating Current and Direct Current (AC/DC) motors
E4	CORE	Troubleshoot digital circuits
E4	CORE	Troubleshoot Direct Current (DC) circuits
E4	CORE	Troubleshoot electromechanical (synchro/servo) systems
E4	CORE	Troubleshoot fiber optic cables and connectors
E4	CORE	Troubleshoot interconnecting cables and connectors
E4	CORE	Troubleshoot power supplies
E4	CORE	Troubleshoot Radio Frequency (RF) circuits
E4	CORE	Troubleshoot valves

VIDEO ENTERTAINMENT, COMMUNICATION, AND MONITORING SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure amplified voice communication systems
E4	CORE	Configure public address systems
E5	NON-CORE	Configure video communication systems
E4	CORE	Configure video entertainment systems
E4	CORE	Configure video monitoring systems
E4	CORE	Perform preventive maintenance on amplified voice communication systems
E4	NON-CORE	Perform preventive maintenance on video communication systems
E4	CORE	Perform preventive maintenance on video entertainment systems

E4	CORE	Perform preventive maintenance on video monitoring systems
E4	CORE	Produce multimedia content
E4	CORE	Repair amplified voice communication systems
E6	NON-CORE	Repair video communication systems
E5	CORE	Repair video entertainment systems
E4	CORE	Repair video monitoring systems
E4	CORE	Test amplified voice communication systems
E6	NON-CORE	Test video communication systems
E4	CORE	Test video entertainment systems
E4	CORE	Test video monitoring systems
E4	CORE	Troubleshoot amplified voice communication systems
E6	NON-CORE	Troubleshoot video communication systems
E4	CORE	Troubleshoot video entertainment systems
E4	CORE	Troubleshoot video monitoring systems

VISUAL LANDING AIDS

Paygrade	Task Type	Task Statements
E4	CORE	Configure visual landing aid systems
E4	CORE	Perform preventive maintenance on visual landing aid systems
E4	CORE	Repair visual landing aid systems
E5	NON-CORE	Supervise visual landing aid systems maintenance
E4	CORE	Test visual landing aid systems
E4	CORE	Troubleshoot visual landing aid systems

Job Title **Job Code**

INTERIOR COMMUNICATION ADMINISTRATOR 003735

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	INTERIOR COMMUNICATION ADMIN	INT COMM ADMIN

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	IC	NECs 1410, 1591, 3251, 4206, 4651, 4675, 4717, 4720, 4727, 4738, 4739, 4740, 4741, 4743, 4746, 4747, 4758, 4778, 4779, 4782, 4789, 4813, 5642, 9594, 9612

Job Description

Interior Communication Administrators manage large projects and provide mentorship to develop junior personnel; prepare progress reports and maintenance schedules for Interior Communication (IC) systems for and during overhaul periods; plan, staff, direct, and control multiple projects; mentor technicians and operators; and work with no supervision.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Interior Communications	162300	First-Line Supervisors of Mechanics Installers, and Repairers	49-1011.00	Installation, Maintenance, and Repair

Skills	Abilities
Systems Analysis	*Inductive Reasoning*
Quality Control Analysis	*Information Ordering*
Reading Comprehension	*Written Comprehension*
Management of Material Resources	*Written Expression*
Monitoring	*Oral Expression*
Writing	*Deductive Reasoning*
Management of Personnel Resources	*Problem Sensitivity*
Equipment Maintenance	
Equipment Selection	
Learning Strategies	

AUXILIARY AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Verify auxiliary backup power system configurations
E6	CORE	Verify cathodic protection system configurations

DATA CONVERSION AND DISTRIBUTION

Paygrade	Task Type	Task Statements
E5	CORE	Inventory network software and firmware
E5	CORE	Maintain Interior Communication (IC) system password accounts
E6	CORE	Manage Interior Communication (IC) system password accounts
E7	CORE	Manage network software and firmware
E5	CORE	Update network software and firmware
E5	CORE	Verify data conversion and distribution system configurations

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve equipment installations, testing, and alterations
E4	CORE	Collect equipment and system status data
E7	CORE	Coordinate equipment certifications and recertifications
E4	CORE	Document equipment status
E4	NON-CORE	Inventory Maintenance Assistance Modules (MAM)
E4	CORE	Maintain Interior Communication (IC) equipment calibration records
E5	CORE	Maintain preventive maintenance documents

E6	CORE	Manage combat systems equipment configurations
E7	CORE	Manage divisional Interior Communication (IC) equipment and system maintenance operations
E6	CORE	Manage equipment certifications and recertifications
E7	CORE	Manage safety programs and instructions on Interior Communication (IC) equipment (e.g., aloft, electrical equipment, etc.)
E5	CORE	Review technical briefs, notices, and bulletins
E6	CORE	Supervise divisional Interior Communication (IC) equipment and system maintenance operations
E5	CORE	Supervise equipment installations, testing, and alterations
E5	CORE	Supervise Maintenance Assistance Modules (MAM) usage
E5	CORE	Supervise work center Interior Communication (IC) equipment and system maintenance operations
E6	CORE	Verify equipment installations, testing, and alterations
E7	CORE	Verify Interior Communication (IC) equipment Standard Operating Procedures (SOP)

INDICATING, METERING, AND ORDERING

Paygrade	Task Type	Task Statements
E6	NON-CORE	Supervise wind speed and direction systems maintenance

INTERIOR COMMUNICATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Verify Interior Communication (IC) switchboard configurations
E6	CORE	Verify ships service telephone system configurations

NAVIGATION SYSTEMS

Paygrade	Task Type	Task Statements
E6	NON-CORE	Supervise navigation systems maintenance
E5	CORE	Verify navigation system configurations
E6	CORE	Verify ships speed system configurations
E7	CORE	Verify steering control systems operation

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E6	CORE	Draft Casualty Reports (CASREP)
E7	CORE	Manage equipment Casualty Reporting (CASREP) process
E6	NON-CORE	Manage Interior Communication (IC) watchstander qualification process
E4	CORE	Perform internal communications (e.g., amplified voice communications, sound powered phone, and ships service telephone)
E5	NON-CORE	Supervise fiber optic cable and connector repairs
E5	CORE	Train technicians in casualty control procedures
E5	CORE	Update Combat Systems Operational Sequencing System (CSOSS)

VIDEO ENTERTAINMENT, COMMUNICATION, AND MONITORING SYSTEMS

Paygrade	Task Type	Task Statements
E6	CORE	Manage Defense Media Activity (DMA) assets
E7	NON-CORE	Supervise video communication broadcasts
E7	CORE	Supervise video entertainment broadcasts

VISUAL LANDING AIDS

Paygrade	Task Type	Task Statements
E6	CORE	Verify visual landing aid system configurations

CHAPTER 44

NAVY DIVER
(ND)

NAVPERS 18068-44
CH-37

NAVY DIVER (ND) TABLE OF CONTENTS

SCOPE OF RATING	ND-3
GENERAL INFORMATION	ND-4
SECOND CLASS DIVER	ND-5
CUTTING, WELDING AND ANCILLARY EQUIPMENT OPERATIONS	ND-5
DIVING ADMINISTRATION, RESOURCES, RELATIONS AND MANAGEMENT	ND-5
DIVING MEDICINE AND RECOMPRESSION CHAMBER OPERATIONS	ND-6
DIVING OPERATIONS	ND-6
SALVAGE OPERATIONS	ND-7
SPECIAL WARFARE OPERATIONS	ND-7
UNDERWATER SEARCH AND RECOVERY AND DEMOLITION OPERATIONS	ND-7
UNDERWATER SHIP AND SUBMARINE MAINTENANCE AND REPAIR	ND-8
FIRST CLASS DIVER	ND-9
CUTTING, WELDING AND ANCILLARY EQUIPMENT OPERATIONS	ND-9
DIVING ADMINISTRATION, RESOURCES, RELATIONS AND MANAGEMENT	ND-10
DIVING AND SALVAGE MANAGEMENT	ND-10
DIVING MEDICINE AND RECOMPRESSION CHAMBER OPERATIONS	ND-11
DIVING OPERATIONS	ND-12
SALVAGE OPERATIONS	ND-13
SPECIAL WARFARE OPERATIONS	ND-14
UNDERWATER SEARCH AND RECOVERY AND DEMOLITION OPERATIONS	ND-14
UNDERWATER SHIP AND SUBMARINE MAINTENANCE AND REPAIR	ND-14
MASTER DIVER	ND-16
CUTTING, WELDING AND ANCILLARY EQUIPMENT OPERATIONS	ND-16
DIVING ADMINISTRATION, RESOURCES, RELATIONS AND MANAGEMENT	ND-17
DIVING AND SALVAGE MANAGEMENT	ND-17
DIVING MEDICINE AND RECOMPRESSION CHAMBER OPERATIONS	ND-18
DIVING OPERATIONS	ND-19
SALVAGE OPERATIONS	ND-20
SPECIAL WARFARE OPERATIONS	ND-21
UNDERWATER SEARCH AND RECOVERY AND DEMOLITION OPERATIONS	ND-21
UNDERWATER SHIP AND SUBMARINE MAINTENANCE AND REPAIR	ND-21

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

NAVY DIVER (ND)

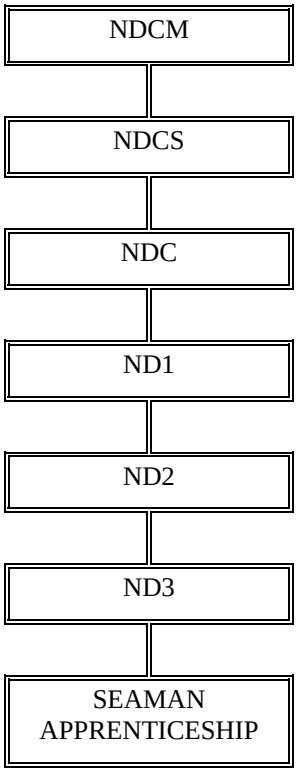
SCOPE OF RATING

Navy Divers (ND) perform underwater salvage, recovery, repair, and maintenance on ships and submarines; search for and recover downed aircraft; conduct harbor clearance operations; provide assistance to military, federal, state, and local civilian law enforcement agencies in diving operations and procedures; maintain and repair diving equipment and systems; research and develop new diving techniques and procedures; conduct submarine rescue operations; maintain forms, records, correspondence, and files; and perform and supervise recompression chamber operations, hyperbaric treatment for diving and non-diving illnesses, open and closed-circuit Underwater Breathing Apparatus (UBA) diving, surface-supplied air and mixed-gas diving operations, demolition operations, and small arms proficiency.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 44.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

SPECIAL PHYSICAL REQUIREMENTS

Applicants must meet medical standards as specified in NAVMED P-117, Article 15-102, Diving Duty. Normal color perception and vision 20/100 correctable in each eye to 20/20 (refer to Chapter 15 of the Manual of the Medical Department, U.S. Navy for details on these requirements).

CITIZENSHIP/SECURITY REQUIREMENTS

Must have U.S. citizenship and must be eligible for access to classified information.

OTHER REQUIREMENTS

History of drug abuse is disqualifying.

SAFETY

The observance of proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Second Class Diver

Job Code

001100

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	4900-9092.00	SECOND CLASS DIVER	SND DIVER

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ND	A/J	5343

Job Description

Second Class Divers perform diving jobs such as applying patches, clearing ship propellers, and underwater cutting and welding. Test, repair, and adjust all diving equipment. Dress and tend divers. Know the laws of diving physics. Have the ability to recognize symptoms of diving accidents and decompression sickness and are able to assist in treatment. Perform underwater work such as taking measurements, making templates and fittings, placing shores, pouring cement, using excavating nozzles, and removing and repairing ships appendages.

DoD Relationship	O*NET	Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Divers	143300	Commercial Divers	Installation, Maintenance, and Repair
143	14	49-9092.00	49

CUTTING, WELDING AND ANCILLARY EQUIPMENT OPERATIONS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Operate electrical diving equipment		
			Critical Thinking	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E4	CORE	Operate electronic diving equipment		
			Critical Thinking	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E4	CORE	Operate hydraulic equipment		
			Critical Thinking	*Multi-limb Coordination*
			Judgment and Decision Making	*Static Strength*
E4	CORE	Operate Material Weight Handling Equipment (MWHE)		
			Equipment Maintenance	*Finger Dexterity*
			Operation and Control	*Arm-Hand Steadiness*
E4	CORE	Operate pneumatic tools		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate surface communications equipment		
			Operation and Control	*Oral Comprehension*
			Operation Monitoring	*Oral Expression*
E4	CORE	Operate underwater audio-visual equipment		
			Operation and Control	*Finger Dexterity*
			Operation Monitoring	*Near Vision*
E4	CORE	Operate underwater cutting equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate underwater welding equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*

DIVING ADMINISTRATION, RESOURCES, RELATIONS AND MANAGEMENT

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E5	CORE	Approve diving administrative documentation		
			Reading Comprehension	*Written Comprehension*
			Writing	*Deductive Reasoning*
E5	CORE	Identify diving resource requirements		
			Critical Thinking	*Inductive Reasoning*
			Systems Analysis	*Written Comprehension*

E5	CORE	Interpret diver-related blueprints		
			Critical Thinking	*Written Comprehension*
			Reading Comprehension	*Information Ordering*
E4	CORE	Maintain diving administrative records		
			Reading Comprehension	*Category Flexibility*
			Writing	*Written Comprehension*
E4	CORE	Perform Diver Life Support Systems (DLSS) re-entry control procedures		
			Critical Thinking	*Inductive Reasoning*
			Quality Control Analysis	*Deductive Reasoning*

DIVING MEDICINE AND RECOMPRESSION CHAMBER OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Administer basic diving medicine		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Selective Attention*
E4	CORE	Employ first aid kits		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Problem Sensitivity*
E5	CORE	Monitor patients after hyperbaric treatments		
			Active Listening	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*
E5	CORE	Monitor patients during hyperbaric treatments		
			Active Listening	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*
E4	CORE	Operate hyperbaric chamber support equipment		
			Critical Thinking	*Oral Comprehension*
			Judgment and Decision Making	*Memorization*
E4	CORE	Operate hyperbaric recompression chambers		
			Critical Thinking	*Oral Comprehension*
			Judgment and Decision Making	*Memorization*
E4	CORE	Operate medical equipment		
			Operation and Control	*Deductive Reasoning*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform medical reviews of patients		
			Critical Thinking	*Deductive Reasoning*
			Monitoring	*Visualization*
E6	CORE	Supervise treatment of diving-related injuries		
			Critical Thinking	*Inductive Reasoning*
			Monitoring	*Memorization*

DIVING OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct maintenance on diving equipment		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Manual Dexterity*
E4	CORE	Operate air Surface Supplied Diving Systems (SSDS)		
			Critical Thinking	*Memorization*
			Judgment and Decision Making	*Time Sharing*
E4	CORE	Operate Diver Life Support Systems (DLSS)		
			Critical Thinking	*Memorization*
			Judgment and Decision Making	*Time Sharing*
E4	CORE	Operate Gas Transfer Systems (GTS)		
			Critical Thinking	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*

E4	CORE	Operate small boats		
			Operation and Control	*Oral Expression*
			Operation Monitoring	*Far Vision*
E4	CORE	Operate underwater communications equipment		
			Operation and Control	*Oral Expression*
			Operation Monitoring	*Oral Comprehension*
E4	CORE	Operate underwater sound transmitter receivers		
			Operation and Control	*Hearing Sensitivity*
			Operation Monitoring	*Auditory Attention*
E4	CORE	Perform closed-circuit Underwater Breathing Apparatus (UBA) dives		
			Critical Thinking	*Multi-limb Coordination*
			Operation and Control	*Dynamic Strength*
E4	CORE	Perform open-circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dives		
			Coordination	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E5	CORE	Perform saturation dives		
			Judgment and Decision Making	*Inductive Reasoning*
			Social Perceptiveness	*Problem Sensitivity*
E4	CORE	Perform surface-supplied diving operations		
			Monitoring	*Stamina*
			Operation and Control	*Multi-limb Coordination*

SALVAGE OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct salvage surveys		
			Equipment Selection	*Inductive Reasoning*
			Operation and Control	*Deductive Reasoning*
E4	CORE	Operate mooring equipment		
			Operation and Control	*Spatial Orientation*
			Operation Monitoring	*Gross Body Coordination*
E4	CORE	Operate rigging equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate salvage equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*

SPECIAL WARFARE OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Identify Dry Deck Shelter (DDS) components		
			Equipment Selection	*Written Comprehension*
			Systems Analysis	*Memorization*
E4	CORE	Identify Dry Deck Shelter (DDS) functions		
			Critical Thinking	*Written Comprehension*
			Systems Analysis	*Memorization*

UNDERWATER SEARCH AND RECOVERY AND DEMOLITION OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct ordnance searches		
			Critical Thinking	*Manual Dexterity*
			Operation and Control	*Gross Body Coordination*
E4	CORE	Conduct underwater recoveries		
			Equipment Selection	*Spatial Orientation*
			Judgment and Decision Making	*Manual Dexterity*

E4	CORE	Conduct underwater searches		
			Critical Thinking	*Manual Dexterity*
			Operation and Control	*Gross Body Coordination*
E4	CORE	Handle demolition materials		
			Equipment Selection	*Arm-Hand Steadiness*
			Operation and Control	*Finger Dexterity*

UNDERWATER SHIP AND SUBMARINE MAINTENANCE AND REPAIR

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct submarine underwater hull inspections		
			Equipment Selection	*Information Ordering*
			Monitoring	*Gross Body Coordination*
E4	CORE	Conduct surface ship underwater hull inspections		
			Equipment Selection	*Information Ordering*
			Monitoring	*Gross Body Coordination*
E4	CORE	Repair submarine hull and mechanical systems		
			Management of Material Resources	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair submarine propulsion and steering systems		
			Management of Material Resources	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair submarine sensor systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair submarine weapon systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship hull and mechanical systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship masking systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship propulsion and steering systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship sensor systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*

Job Title

First Class Diver

Job Code

001105

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	4900-9092.00	FIRST CLASS DIVER	FST DIVER

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ND	J/M	5342

Job Description

First Class Divers use underwater demolitions for cutting, pushing, and freeing submerged objects. Operate and maintain submarine rescue chambers. Ensure that proper logs and reports are maintained and submitted as required. Maintain proficiency in operation of Navy approved underwater breathing equipment, support systems, and recompression chambers as well as in the diagnosis and treatment of diving injuries and illnesses, particularly those requiring recompression therapy. Maintain, test, repair, and adjust diving equipment. Assist in planning diving operations. Maintain qualification to dive using surface-supplied mixed-gas (HeO2) and all approved air diving apparatuses. Perform salvage and rescue operations using underwater tools. Supervise diving operations as designated by Commanding Officer.

DoD Relationship	O*NET	Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Divers	143300	Commercial Divers	Installation, Maintenance, and Repair
143	14	49-9092.00	49

CUTTING, WELDING AND ANCILLARY EQUIPMENT OPERATIONS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Operate electrical diving equipment		
			Critical Thinking	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E4	CORE	Operate electronic diving equipment		
			Critical Thinking	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E4	CORE	Operate hydraulic equipment		
			Critical Thinking	*Multi-limb Coordination*
			Judgment and Decision Making	*Static Strength*
E4	CORE	Operate Material Weight Handling Equipment (MWHE)		
			Equipment Maintenance	*Finger Dexterity*
			Operation and Control	*Arm-Hand Steadiness*
E4	CORE	Operate pneumatic tools		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate surface communications equipment		
			Operation and Control	*Oral Comprehension*
			Operation Monitoring	*Oral Expression*
E4	CORE	Operate underwater audio-visual equipment		
			Operation and Control	*Finger Dexterity*
			Operation Monitoring	*Near Vision*
E4	CORE	Operate underwater cutting equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate underwater welding equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E6	CORE	Supervise underwater cutting operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise underwater welding operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*

DIVING ADMINISTRATION, RESOURCES, RELATIONS AND MANAGEMENT

Paygrade	Task Type	Task Statements	Skills	Abilities
E5	CORE	Approve diving administrative documentation		
			Reading Comprehension	*Written Comprehension*
			Writing	*Deductive Reasoning*
E6	CORE	Conduct diving assessments		
			Critical Thinking	*Oral Comprehension*
			Monitoring	*Inductive Reasoning*
E5	CORE	Conduct diving mission information briefs		
			Management of Personnel Resources	*Oral Expression*
			Speaking	*Speech Clarity*
E5	CORE	Identify diving resource requirements		
			Critical Thinking	*Inductive Reasoning*
			Systems Analysis	*Written Comprehension*
E5	CORE	Interpret diver-related blueprints		
			Critical Thinking	*Written Comprehension*
			Reading Comprehension	*Information Ordering*
E4	CORE	Maintain diving administrative records		
			Reading Comprehension	*Category Flexibility*
			Writing	*Written Comprehension*
E7	CORE	Manage financial resources		
			Management of Financial Resources	*Deductive Reasoning*
			Writing	*Mathematical Reasoning*
E7	CORE	Manage manpower resources		
			Management of Personnel Resources	*Oral Expression*
			Negotiation	*Inductive Reasoning*
E4	CORE	Perform Diver Life Support Systems (DLSS) re-entry control procedures		
			Critical Thinking	*Inductive Reasoning*
			Quality Control Analysis	*Deductive Reasoning*
E7	CORE	Perform joint diving operations with governmental agencies		
			Coordination	*Speech Clarity*
			Operation and Control	*Oral Comprehension*
E7	CORE	Perform joint diving operations with international militaries		
			Coordination	*Speech Clarity*
			Operation and Control	*Oral Comprehension*

DIVING AND SALVAGE MANAGEMENT

Paygrade	Task Type	Task Statements	Skills	Abilities
E5	CORE	Coordinate repairs with ships' schedules		
			Coordination	*Deductive Reasoning*
			Critical Thinking	*Information Ordering*
E6	CORE	Maintain diving systems certifications		
			Management of Material Resources	*Written Comprehension*
			Quality Control Analysis	*Category Flexibility*
E7	CORE	Manage Controlled Work Procedures (CWP)		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Deductive Reasoning*
E7	CORE	Manage dive site surveys		
			Equipment Selection	*Memorization*
			Management of Personnel Resources	*Oral Comprehension*
E7	CORE	Manage diving safety programs		
			Instructing	*Oral Expression*
			Monitoring	*Written Comprehension*

E7	CORE	Manage equipment loadouts		
			Coordination	*Inductive Reasoning*
			Management of Material Resources	*Written Comprehension*
E7	CORE	Manage Formal Work Procedures (FWP)		
			Judgment and Decision Making	*Written Expression*
			Writing	*Inductive Reasoning*
E7	CORE	Manage Hazardous Material (HAZMAT) certification programs		
			Coordination	*Memorization*
			Management of Material Resources	*Deductive Reasoning*
E7	CORE	Manage Navy diving programs		
			Critical Thinking	*Written Comprehension*
			Judgment and Decision Making	*Written Expression*
E7	CORE	Manage underwater repair facilities		
			Coordination	*Deductive Reasoning*
			Judgment and Decision Making	*Oral Expression*
E7	CORE	Plan ship repair operations		
			Critical Thinking	*Information Ordering*
			Management of Material Resources	*Deductive Reasoning*
E7	CORE	Plan submarine repair operations		
			Critical Thinking	*Information Ordering*
			Management of Material Resources	*Deductive Reasoning*
E7	CORE	Supervise diving assessments		
			Management of Personnel Resources	*Inductive Reasoning*
			Monitoring	*Memorization*
E7	CORE	Supervise diving inspections		
			Management of Personnel Resources	*Inductive Reasoning*
			Monitoring	*Memorization*
E6	CORE	Supervise Radiological Control (RADCON) procedures		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E7	CORE	Supervise salvage operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E7	CORE	Supervise saturation diving operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*

DIVING MEDICINE AND RECOMPRESSION CHAMBER OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Administer advanced diving medicine		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Inductive Reasoning*
E4	CORE	Administer basic diving medicine		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Selective Attention*
E5	CORE	Conduct manned and unmanned testing		
			Operation and Control	*Control Precision*
			Systems Evaluation	*Deductive Reasoning*
E4	CORE	Employ first aid kits		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Problem Sensitivity*
E5	CORE	Monitor patients after hyperbaric treatments		
			Active Listening	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*

E5	CORE	Monitor patients during hyperbaric treatments		
			Active Listening	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*
E4	CORE	Operate hyperbaric chamber support equipment		
			Critical Thinking	*Oral Comprehension*
			Judgment and Decision Making	*Memorization*
E4	CORE	Operate hyperbaric recompression chambers		
			Critical Thinking	*Oral Comprehension*
			Judgment and Decision Making	*Memorization*
E4	CORE	Operate medical equipment		
			Operation and Control	*Deductive Reasoning*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform medical reviews of patients		
			Critical Thinking	*Deductive Reasoning*
			Monitoring	*Visualization*
E6	CORE	Supervise hyperbaric recompression chamber operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*

DIVING OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct maintenance on diving equipment		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Manual Dexterity*
E7	CORE	Direct saturation diving operations		
			Equipment Selection	*Response Orientation*
			Judgment and Decision Making	*Information Ordering*
E4	CORE	Operate air Surface Supplied Diving Systems (SSDS)		
			Critical Thinking	*Memorization*
			Judgment and Decision Making	*Time Sharing*
E4	CORE	Operate Diver Life Support Systems (DLSS)		
			Critical Thinking	*Memorization*
			Judgment and Decision Making	*Time Sharing*
E4	CORE	Operate Gas Transfer Systems (GTS)		
			Critical Thinking	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E5	CORE	Operate mixed-gas Surface Supplied Diving System (SSDS)		
			Operation and Control	*Problem Sensitivity*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate navigation equipment		
			Operation and Control	*Spatial Orientation*
			Operation Monitoring	*Finger Dexterity*
E4	CORE	Operate small boats		
			Operation and Control	*Oral Expression*
			Operation Monitoring	*Far Vision*
E4	CORE	Operate underwater communications equipment		
			Operation and Control	*Oral Expression*
			Operation Monitoring	*Oral Comprehension*
E4	CORE	Operate underwater sound transmitter receivers		
			Operation and Control	*Hearing Sensitivity*
			Operation Monitoring	*Auditory Attention*
E4	CORE	Perform closed-circuit Underwater Breathing Apparatus (UBA) dives		
			Critical Thinking	*Multi-limb Coordination*
			Operation and Control	*Dynamic Strength*

E4	CORE	Perform open-circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dives		
			Coordination	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E5	CORE	Perform saturation dives		
			Judgment and Decision Making	*Inductive Reasoning*
			Social Perceptiveness	*Problem Sensitivity*
E4	CORE	Perform surface-supplied diving operations		
			Monitoring	*Stamina*
			Operation and Control	*Multi-limb Coordination*
E6	CORE	Supervise air surface-supplied dives		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise closed-circuit Underwater Breathing Apparatus (UBA) dives		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise manned and unmanned testing		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise mixed-gas surface-supplied dives		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise open-circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dives		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E5	CORE	Supervise small boat operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Monitoring	*Memorization*
E6	CORE	Supervise underwater searches		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*

SALVAGE OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct salvage surveys		
			Equipment Selection	*Inductive Reasoning*
			Operation and Control	*Deductive Reasoning*
E4	CORE	Operate mooring equipment		
			Operation and Control	*Spatial Orientation*
			Operation Monitoring	*Gross Body Coordination*
E4	CORE	Operate rigging equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate salvage equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E6	CORE	Supervise mooring operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise rigging equipment operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise salvage equipment operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Monitoring	*Memorization*

E6	CORE	Supervise underwater recoveries		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*

SPECIAL WARFARE OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Conduct diving inspections		
			Critical Thinking	*Oral Comprehension*
			Monitoring	*Inductive Reasoning*
E4	CORE	Identify Dry Deck Shelter (DDS) components		
			Equipment Selection	*Written Comprehension*
			Systems Analysis	*Memorization*
E4	CORE	Identify Dry Deck Shelter (DDS) functions		
			Critical Thinking	*Written Comprehension*
			Systems Analysis	*Memorization*

UNDERWATER SEARCH AND RECOVERY AND DEMOLITION OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct ordnance searches		
			Critical Thinking	*Manual Dexterity*
			Operation and Control	*Gross Body Coordination*
E4	CORE	Conduct underwater recoveries		
			Equipment Selection	*Spatial Orientation*
			Judgment and Decision Making	*Manual Dexterity*
E4	CORE	Conduct underwater searches		
			Critical Thinking	*Manual Dexterity*
			Operation and Control	*Gross Body Coordination*
E4	CORE	Handle demolition materials		
			Equipment Selection	*Arm-Hand Steadiness*
			Operation and Control	*Finger Dexterity*
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) programs		
			Management of Financial Resources	*Oral Comprehension*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Supervise demolition operations		
			Management of Personnel Resources	*Memorization*
			Monitoring	*Inductive Reasoning*

UNDERWATER SHIP AND SUBMARINE MAINTENANCE AND REPAIR

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct submarine underwater hull inspections		
			Equipment Selection	*Information Ordering*
			Monitoring	*Gross Body Coordination*
E4	CORE	Conduct surface ship underwater hull inspections		
			Equipment Selection	*Information Ordering*
			Monitoring	*Gross Body Coordination*
E7	CORE	Manage ship and submarine repairs		
			Coordination	*Oral Expression*
			Critical Thinking	*Written Comprehension*
E4	CORE	Repair submarine hull and mechanical systems		
			Management of Material Resources	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair submarine propulsion and steering systems		
			Management of Material Resources	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*

E4	CORE	Repair submarine sensor systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair submarine weapon systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship hull and mechanical systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship masking systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship propulsion and steering systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship sensor systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E6	CORE	Supervise cofferdam installations		
			Management of Material Resources	*Inductive Reasoning*
			Monitoring	*Memorization*
E6	CORE	Supervise enclosed-space diving waterborne repairs		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise hull inspections		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise hull repairs		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise repairs of hull penetrations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise running gear repairs		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise running gear replacements		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise underwater ship repairs		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise underwater submarine repairs		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise waterborne dry dock operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*

Job Title

Master Diver

Job Code

001110

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	4900-9092.00	MASTER DIVER	MST DIVER

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	ND	J/M	5341

Job Description

Master Divers are the experts in all operational and emergency procedures involving diving and salvage. Possess a thorough knowledge of mixing and analysis of gases, computation of diver gas requirements and consumptions, salvage theory and methods, submarine rescue operations, towing, and underwater ship husbandry. Manage preventive and corrective maintenance on diving equipment, support systems, salvage machinery, handling systems, and submarine rescue systems. Manage and administer certification and quality assurance programs on diving systems and equipment to include Research, deployment, Test, and Evaluation (RDT&E). Responsible for all training and readiness assessments of the diving force.

DoD Relationship	O*NET	Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Divers	143300	Commercial Divers	Installation, Maintenance, and Repair
143	14	49-9092.00	49

CUTTING, WELDING AND ANCILLARY EQUIPMENT OPERATIONS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Operate electrical diving equipment		
			Critical Thinking	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E4	CORE	Operate electronic diving equipment		
			Critical Thinking	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E4	CORE	Operate hydraulic equipment		
			Critical Thinking	*Multi-limb Coordination*
			Judgment and Decision Making	*Static Strength*
E4	CORE	Operate Material Weight Handling Equipment (MWHE)		
			Equipment Maintenance	*Finger Dexterity*
			Operation and Control	*Arm-Hand Steadiness*
E4	CORE	Operate pneumatic tools		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate surface communications equipment		
			Operation and Control	*Oral Comprehension*
			Operation Monitoring	*Oral Expression*
E4	CORE	Operate underwater audio-visual equipment		
			Operation and Control	*Finger Dexterity*
			Operation Monitoring	*Near Vision*
E4	CORE	Operate underwater cutting equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate underwater welding equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E6	CORE	Supervise underwater cutting operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise underwater welding operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*

DIVING ADMINISTRATION, RESOURCES, RELATIONS AND MANAGEMENT

Paygrade	Task Type	Task Statements	Skills	Abilities
E5	CORE	Approve diving administrative documentation		
			Reading Comprehension	*Written Comprehension*
			Writing	*Deductive Reasoning*
E6	CORE	Conduct diving assessments		
			Critical Thinking	*Oral Comprehension*
			Monitoring	*Inductive Reasoning*
E5	CORE	Conduct diving mission information briefs		
			Management of Personnel Resources	*Oral Expression*
			Speaking	*Speech Clarity*
E5	CORE	Identify diving resource requirements		
			Critical Thinking	*Inductive Reasoning*
			Systems Analysis	*Written Comprehension*
E5	CORE	Interpret diver-related blueprints		
			Critical Thinking	*Written Comprehension*
			Reading Comprehension	*Information Ordering*
E4	CORE	Maintain diving administrative records		
			Reading Comprehension	*Category Flexibility*
			Writing	*Written Comprehension*
E7	CORE	Manage financial resources		
			Management of Financial Resources	*Deductive Reasoning*
			Writing	*Mathematical Reasoning*
E7	CORE	Manage manpower resources		
			Management of Personnel Resources	*Oral Expression*
			Negotiation	*Inductive Reasoning*
E4	CORE	Perform Diver Life Support Systems (DLSS) re-entry control procedures		
			Critical Thinking	*Inductive Reasoning*
			Quality Control Analysis	*Deductive Reasoning*
E7	CORE	Perform joint diving operations with governmental agencies		
			Coordination	*Speech Clarity*
			Operation and Control	*Oral Comprehension*
E7	CORE	Perform joint diving operations with international militaries		
			Coordination	*Speech Clarity*
			Operation and Control	*Oral Comprehension*

DIVING AND SALVAGE MANAGEMENT

Paygrade	Task Type	Task Statements	Skills	Abilities
E5	CORE	Coordinate repairs with ships' schedules		
			Coordination	*Deductive Reasoning*
			Critical Thinking	*Information Ordering*
E6	CORE	Maintain diving systems certifications		
			Management of Material Resources	*Written Comprehension*
			Quality Control Analysis	*Category Flexibility*
E7	CORE	Manage Controlled Work Procedures (CWP)		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Deductive Reasoning*
E7	CORE	Manage dive site surveys		
			Equipment Selection	*Memorization*
			Management of Personnel Resources	*Oral Comprehension*
E7	CORE	Manage diving safety programs		
			Instructing	*Oral Expression*
			Monitoring	*Written Comprehension*

E7	CORE	Manage equipment loadouts		
			Coordination	*Inductive Reasoning*
			Management of Material Resources	*Written Comprehension*
E7	CORE	Manage Formal Work Procedures (FWP)		
			Judgment and Decision Making	*Written Expression*
			Writing	*Inductive Reasoning*
E7	CORE	Manage Hazardous Material (HAZMAT) certification programs		
			Coordination	*Memorization*
			Management of Material Resources	*Deductive Reasoning*
E7	CORE	Manage Navy diving programs		
			Critical Thinking	*Written Comprehension*
			Judgment and Decision Making	*Written Expression*
E7	CORE	Manage underwater repair facilities		
			Coordination	*Deductive Reasoning*
			Judgment and Decision Making	*Oral Expression*
E7	CORE	Plan ship repair operations		
			Critical Thinking	*Information Ordering*
			Management of Material Resources	*Deductive Reasoning*
E7	CORE	Plan submarine repair operations		
			Critical Thinking	*Information Ordering*
			Management of Material Resources	*Deductive Reasoning*
E7	CORE	Supervise diving assessments		
			Management of Personnel Resources	*Inductive Reasoning*
			Monitoring	*Memorization*
E7	CORE	Supervise diving inspections		
			Management of Personnel Resources	*Inductive Reasoning*
			Monitoring	*Memorization*
E6	CORE	Supervise Radiological Control (RADCON) procedures		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E7	CORE	Supervise salvage operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E7	CORE	Supervise saturation diving operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*

DIVING MEDICINE AND RECOMPRESSION CHAMBER OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Administer advanced diving medicine		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Inductive Reasoning*
E4	CORE	Administer basic diving medicine		
			Critical Thinking	*Deductive Reasoning*
			Judgment and Decision Making	*Selective Attention*
E5	CORE	Conduct manned and unmanned testing		
			Operation and Control	*Control Precision*
			Systems Evaluation	*Deductive Reasoning*
E4	CORE	Employ first aid kits		
			Equipment Selection	*Deductive Reasoning*
			Judgment and Decision Making	*Problem Sensitivity*
E5	CORE	Monitor patients after hyperbaric treatments		
			Active Listening	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*

E5	CORE	Monitor patients during hyperbaric treatments		
			Active Listening	*Deductive Reasoning*
			Monitoring	*Inductive Reasoning*
E4	CORE	Operate hyperbaric chamber support equipment		
			Critical Thinking	*Oral Comprehension*
			Judgment and Decision Making	*Memorization*
E4	CORE	Operate hyperbaric recompression chambers		
			Critical Thinking	*Oral Comprehension*
			Judgment and Decision Making	*Memorization*
E4	CORE	Operate medical equipment		
			Operation and Control	*Deductive Reasoning*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Perform medical reviews of patients		
			Critical Thinking	*Deductive Reasoning*
			Monitoring	*Visualization*
E6	CORE	Supervise hyperbaric recompression chamber operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise treatment of diving-related injuries		
			Critical Thinking	*Inductive Reasoning*
			Monitoring	*Memorization*

DIVING OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct maintenance on diving equipment		
			Equipment Maintenance	*Finger Dexterity*
			Repairing	*Manual Dexterity*
E7	CORE	Direct saturation diving operations		
			Equipment Selection	*Response Orientation*
			Judgment and Decision Making	*Information Ordering*
E4	CORE	Operate air Surface-Supplied Diving Systems (SSDS)		
			Critical Thinking	*Memorization*
			Judgment and Decision Making	*Time Sharing*
E4	CORE	Operate Diver Life Support Systems (DLSS)		
			Critical Thinking	*Memorization*
			Judgment and Decision Making	*Time Sharing*
E4	CORE	Operate Gas Transfer Systems (GTS)		
			Critical Thinking	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E5	CORE	Operate mixed-gas Surface-Supplied Diving Systems (SSDS)		
			Operation and Control	*Problem Sensitivity*
			Operation Monitoring	*Manual Dexterity*
E5	CORE	Operate navigation equipment		
			Operation and Control	*Spatial Orientation*
			Operation Monitoring	*Finger Dexterity*
E4	CORE	Operate small boats		
			Operation and Control	*Oral Expression*
			Operation Monitoring	*Far Vision*
E4	CORE	Operate underwater communications equipment		
			Operation and Control	*Oral Expression*
			Operation Monitoring	*Oral Comprehension*
E4	CORE	Operate underwater sound transmitter receivers		
			Operation and Control	*Hearing Sensitivity*
			Operation Monitoring	*Auditory Attention*

E4	CORE	Perform closed-circuit Underwater Breathing Apparatus (UBA) dives		
			Critical Thinking	*Multi-limb Coordination*
			Operation and Control	*Dynamic Strength*
E4	CORE	Perform open-circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dives		
			Coordination	*Stamina*
			Judgment and Decision Making	*Multi-limb Coordination*
E5	CORE	Perform saturation dives		
			Judgment and Decision Making	*Inductive Reasoning*
			Social Perceptiveness	*Problem Sensitivity*
E4	CORE	Perform surface-supplied diving operations		
			Monitoring	*Stamina*
			Operation and Control	*Multi-limb Coordination*
E6	CORE	Supervise air surface-supplied dives		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise closed-circuit Underwater Breathing Apparatus (UBA) dives		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise manned and unmanned testing		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise mixed-gas surface-supplied dives		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise open-circuit Self-Contained Underwater Breathing Apparatus (SCUBA) dives		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E5	CORE	Supervise small boat operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Monitoring	*Memorization*
E6	CORE	Supervise underwater searches		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*

SALVAGE OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct salvage surveys		
			Equipment Selection	*Inductive Reasoning*
			Operation and Control	*Deductive Reasoning*
E4	CORE	Operate mooring equipment		
			Operation and Control	*Spatial Orientation*
			Operation Monitoring	*Gross Body Coordination*
E4	CORE	Operate rigging equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E4	CORE	Operate salvage equipment		
			Operation and Control	*Multi-limb Coordination*
			Operation Monitoring	*Manual Dexterity*
E6	CORE	Supervise mooring operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise rigging equipment operations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*

E6	CORE	Supervise salvage equipment operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Monitoring	*Memorization*
E6	CORE	Supervise underwater recoveries		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*

SPECIAL WARFARE OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Conduct diving inspections		
			Critical Thinking	*Oral Comprehension*
			Monitoring	*Inductive Reasoning*
E7	CORE	Conduct diving investigations		
			Active Listening	*Inductive Reasoning*
			Critical Thinking	*Problem Sensitivity*
E4	CORE	Identify Dry Deck Shelter (DDS) components		
			Equipment Selection	*Written Comprehension*
			Systems Analysis	*Memorization*
E4	CORE	Identify Dry Deck Shelter (DDS) functions		
			Critical Thinking	*Written Comprehension*
			Systems Analysis	*Memorization*
E7	CORE	Manage Diver Life Support Systems (DLSS) re-entry control procedures		
			Management of Material Resources	*Near Vision*
			Quality Control Analysis	*Written Comprehension*

UNDERWATER SEARCH AND RECOVERY AND DEMOLITION OPERATIONS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct ordnance searches		
			Critical Thinking	*Manual Dexterity*
			Operation and Control	*Gross Body Coordination*
E4	CORE	Conduct underwater recoveries		
			Equipment Selection	*Spatial Orientation*
			Judgment and Decision Making	*Manual Dexterity*
E4	CORE	Conduct underwater searches		
			Critical Thinking	*Manual Dexterity*
			Operation and Control	*Gross Body Coordination*
E4	CORE	Handle demolition materials		
			Equipment Selection	*Arm-Hand Steadiness*
			Operation and Control	*Finger Dexterity*
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) programs		
			Management of Financial Resources	*Oral Comprehension*
			Management of Material Resources	*Written Comprehension*
E6	CORE	Supervise demolition operations		
			Management of Personnel Resources	*Memorization*
			Monitoring	*Inductive Reasoning*

UNDERWATER SHIP AND SUBMARINE MAINTENANCE AND REPAIR

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct submarine underwater hull inspections		
			Equipment Selection	*Information Ordering*
			Monitoring	*Gross Body Coordination*
E4	CORE	Conduct surface ship underwater hull inspections		
			Equipment Selection	*Information Ordering*
			Monitoring	*Gross Body Coordination*

E7	CORE	Manage ship and submarine repairs		
			Coordination	*Oral Expression*
			Critical Thinking	*Written Comprehension*
E4	CORE	Repair submarine hull and mechanical systems		
			Management of Material Resources	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair submarine propulsion and steering systems		
			Management of Material Resources	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair submarine sensor systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair submarine weapon systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship hull and mechanical systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship masking systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship propulsion and steering systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E4	CORE	Repair surface ship sensor systems		
			Quality Control Analysis	*Gross Body Coordination*
			Repairing	*Multi-limb Coordination*
E6	CORE	Supervise cofferdam installations		
			Management of Material Resources	*Inductive Reasoning*
			Monitoring	*Memorization*
E6	CORE	Supervise enclosed-space diving waterborne repairs		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise hull inspections		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise hull repairs		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise repairs of hull penetrations		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise running gear repairs		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise running gear replacements		
			Judgment and Decision Making	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise underwater ship repairs		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*
E6	CORE	Supervise underwater submarine repairs		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*

E6	CORE	Supervise waterborne dry dock operations		
			Management of Personnel Resources	*Inductive Reasoning*
			Operation and Control	*Memorization*

CHAPTER 45

INTELLIGENCE SPECIALIST
(IS)

NAVPERS 18068-45G
CH-61

Updated: January 2015

TABLE OF CONTENTS
INTELLIGENCE SPECIALIST (IS)

SCOPE OF RATING	IS-4
GENERAL INFORMATION	IS-5
STRIKE WARFARE INTELLIGENCE ANALYST	IS-6
ANALYSIS	IS-6
COLLECTION	IS-7
DISSEMINATION	IS-7
IMAGERY INTERPRETATION	IS-7
INTELLIGENCE PRODUCTION	IS-8
MAPS AND CHARTS	IS-8
MISSION PLANNING AND OPERATIONS	IS-8
SECURITY AND ADMINISTRATION	IS-9
OPERATIONAL INTELLIGENCE ANALYST	IS-10
ANALYSIS	IS-10
COLLECTION	IS-11
CYBER ANALYSIS	IS-11
DISSEMINATION	IS-12
IMAGERY INTERPRETATION	IS-12
INTELLIGENCE PRODUCTION	IS-12
MAPS AND CHARTS	IS-12
MISSION PLANNING AND OPERATIONS	IS-12
SECURITY AND ADMINISTRATION	IS-13
IMAGERY INTELLIGENCE ANALYST	IS-14
ANALYSIS	IS-14
COLLECTION	IS-15
DISSEMINATION	IS-15
IMAGERY INTERPRETATION	IS-15
INTELLIGENCE PRODUCTION	IS-16
MAPS AND CHARTS	IS-16
MISSION PLANNING AND OPERATIONS	IS-16
SECURITY AND ADMINISTRATION	IS-17
EXPEDITIONARY WARFARE INTELLIGENCE ANALYST	IS-18
ANALYSIS	IS-18
COLLECTION	IS-19
DISSEMINATION	IS-19
IMAGERY INTERPRETATION	IS-19

INTELLIGENCE PRODUCTION IS-20
MAPS AND CHARTS IS-20
MISSION PLANNING AND OPERATIONS IS-20
SECURITY AND ADMINISTRATION IS-21

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

INTELLIGENCE SPECIALIST (IS)

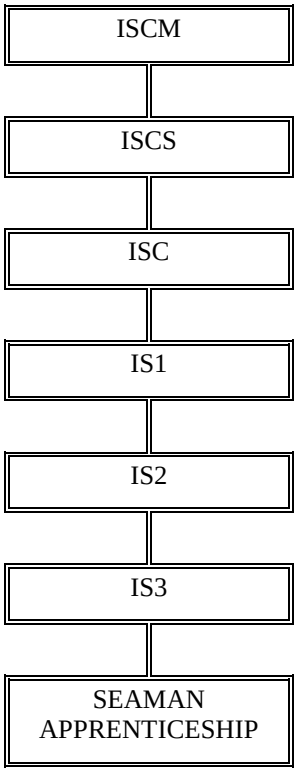
SCOPE OF RATING

Intelligence Specialists (IS) assist in every phase of the planning, collection, processing, analysis, and dissemination of intelligence in support of all warfare domains, both ashore and afloat; prepare and present intelligence briefings; provide input to and receive data from organic and non-organic sources; and maintain files and libraries.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 45.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Strike Warfare Intelligence Analyst 001399

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Architecture and Engineering	TBD	STRIKE WARFARE INTEL ANALYST	STR WAR INT AN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	IS	NEC 3923

Job Description

Strike Warfare Intelligence Analysts perform Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) of all-source tactical intelligence; perform tactical and operational level research and analysis; assist in the management of Joint/Afloat targeting process; assist in parsing the Air Tasking Order (ATO), Air Combat Operations (ACO), Carrier Air Wing (CVW); plan flight schedules and Special Instructions (SPINS); conduct analysis of threat forces disposition, capabilities, tactics, and training in support of strike mission planning; provide support of Suppression of Enemy Air Defense (SEAD), identify adversary critical nodes and centers of gravity to maximize force employment; conduct target development, Time Sensitive Targeting (TST), and precise geopositioning and mensuration; conduct Collateral Damage Estimates (CDEs); produce precise navigational aids and products for Precision Guided Munitions (PGMs); use various tactical databases/systems, tools, and applications to produce textual and graphical representations of the operational area, Target Folders, Kneeboard Products, and tactical intelligence reports and briefings; maintain and update local/unit target deck/list; perform imagery ingest; conduct imagery screening; maintain local image library of National Geospatial-Intelligence Agency (NGA) approved imagery for geopositioning and mensuration use; and assist in the preparation of Evasion Plans of Action (EPA) in support of Combat Search and Rescue (CSAR) and Close Air Support (CAS) operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Image Interpretation	124200	Cartographers and Photogrammetrists	17-1021.00	Architecture and Engineering

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Operations Analysis	*Written Expression*
Equipment Selection	*Written Comprehension*
Reading Comprehension	*Oral Expression*
Active Learning	*Inductive Reasoning*
Monitoring	*Selective Attention*
Writing	*Speed of Closure*
Quality Control Analysis	*Spatial Orientation*
Management of Material Resources	*Information Ordering*
Speaking	*Category Flexibility*

ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze all-source intelligence (threats, Non-combatant Evacuation Operations (NEO), Humanitarian Assistance and Disaster Relief (HADR), geopolitical events, and research and development)
E4	CORE	Analyze Indications and Warnings (I&W)
E5	NON-CORE	Apply structured analytic techniques and tools to compare competing hypotheses
E4	CORE	Collate threat reporting
E4	CORE	Conduct all-source intelligence research
E4	CORE	Conduct Joint Intelligence Preparation of the Operational Environment (JIPOE)
E6	NON-CORE	Conduct Network Oriented Data Acquisition Language (NODAL) analysis
E4	CORE	Conduct pattern analysis
E4	CORE	Conduct predictive analysis
E5	NON-CORE	Coordinate intelligence analyst work
E5	NON-CORE	Determine warfare threats
E4	CORE	Develop Essential Elements of Information (EEI)

E4	CORE	Extract geographic positioning data from a map, image or geospatial data
E4	CORE	Research friendly and adversary Order Of Battle (OOB) characteristics
E6	NON-CORE	Utilize all-source intelligence analysis to enable cross-queuing of multiple Intelligence sources
E5	CORE	Validate Joint Intelligence Preparation of the Operational Environment (JIPOE) data

COLLECTION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze collection results
E4	CORE	Analyze imagery platform capabilities and limitations
E4	CORE	Collect all-source information
E4	NON-CORE	Conduct Foreign Military Intelligence Collection Activities (FORMICA) debriefings and reportings
E4	CORE	Conduct mission debriefs
E4	CORE	Evaluate collection results
E6	NON-CORE	Identify intelligence collection posture and architecture
E6	CORE	Implement Intelligence Collection Plans (ICP)
E7	CORE	Perform collection manager duties
E4	CORE	Perform merchant ship's rigging/classification
E4	CORE	Perform Operational Tasking (OPTASK) directed intelligence collections
E5	CORE	Prepare collection plans
E5	CORE	Request high priority imagery collections
E5	NON-CORE	Supervise Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) process for organic early warning assets
E5	CORE	Update requirements from Notice of Intelligence Potentials (NIP)

DISSEMINATION

Paygrade	Task Type	Task Statements
E4	CORE	Disseminate intelligence information
E5	CORE	Disseminate intelligence reports
E4	NON-CORE	Operate communications equipment
E5	CORE	Provide intelligence briefings
E4	CORE	Provide threat Indications and Warnings (I&W)

IMAGERY INTERPRETATION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Analyze Digital Terrain Elevation Data (DTED)
E4	CORE	Annotate imagery targeting materials
E4	NON-CORE	Collect hand-held full motion video intelligence
E4	CORE	Conduct geopositioning and mensuration
E4	CORE	Employ imagery system architecture
E4	CORE	Interpret stereo images
E4	NON-CORE	Locate target of interest on a graphic

E4	NON-CORE	Monitor live full motion video feeds for activities
E4	CORE	Query imagery databases
E5	NON-CORE	Utilize the Digital Point Position Database (DPPDB) to create geopositioning data
E5	CORE	Verify Photographic Intelligence (PHOTOINT) data

INTELLIGENCE PRODUCTION

Paygrade	Task Type	Task Statements
E4	CORE	Analyze strike mission threats
E4	CORE	Brief intelligence systems architecture
E4	CORE	Build strike support graphics
E4	CORE	Conduct imagery based funneling
E4	CORE	Conduct intelligence briefings
E4	CORE	Extract strike support data
E4	CORE	Insert geospatial data into finished intelligence products
E4	CORE	Load data utilizing intelligence support systems (strike, and intelligence processing systems)
E4	CORE	Prepare annotated imagery-based intelligence products
E5	CORE	Prepare intelligence products (briefs, messages, point papers, etc.)
E5	NON-CORE	Validate intelligence reports

MAPS AND CHARTS

Paygrade	Task Type	Task Statements
E4	CORE	Annotate maps and charts
E4	CORE	Create Geospatial Information and Services (GI&S) products
E4	CORE	Identify various types of maps and charts
E4	NON-CORE	Interpret maps and charts
E4	CORE	Update maps and charts

MISSION PLANNING AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Brief Combat Search And Rescue (CSAR) threat missions
E4	CORE	Build target folders (hard copy, electronic)
E4	CORE	Build target intelligence packages
E4	CORE	Comply with the Law of Armed Conflict (LOAC)
E4	CORE	Conduct imagery scaling
E4	NON-CORE	Conduct Training, Qualification, Certification, and Proficiency (TQCP) standards for Precision Point Munitions (PPM) analysts
E4	NON-CORE	Construct Collateral Damage Estimate (CDE) products
E4	CORE	Coordinate intelligence across intelligence community and other stakeholders
E7	NON-CORE	Create exercise scenarios
E7	CORE	Develop intelligence training plans
E6	NON-CORE	Draft exercise support messages (scripting)
E7	NON-CORE	Interpret theater intelligence doctrine

E4	CORE	Maintain intelligence plots
E4	CORE	Prepare targeting re-strike packages
E4	NON-CORE	Provide intelligence support to Military Operations Other Than War (MOOTW)
E4	NON-CORE	Support Time-Sensitive Targeting (TST) and Time-Critical Targeting (TCT)
E7	NON-CORE	Update operational orders and plans
E7	CORE	Validate Training, Qualification, Certification, and Proficiency (TQCP) standards for Precision Point Munitions (PPM) analysts

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Access multiple intelligence support databases, tools, sources, and networks
E4	CORE	Apply security classification markings
E5	CORE	Conduct intelligence training
E7	CORE	Coordinate installation and maintenance of intelligence systems
E4	CORE	Destroy classified material
E4	CORE	Determine classified material releasability
E4	NON-CORE	Enforce information security policies and procedures
E4	NON-CORE	Enforce personnel security policies and procedures
E4	NON-CORE	Enforce physical security procedures
E7	NON-CORE	Evaluate exercise performance
E4	CORE	Maintain classified holdings
E6	NON-CORE	Maintain Sensitive Compartmented Information Facilities (SCIF)
E6	NON-CORE	Manage intelligence oversight programs
E4	NON-CORE	Perform preventive maintenance of dedicated photographic equipment
E4	CORE	Sanitize Sensitive Compartmented Information (SCI)
E7	CORE	Supervise classified material programs

Job Title **Job Code**

Operational Intelligence Analyst 001404

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	OPERATIONAL INTEL ANALYST	OP INTEL ANLST

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	IS	NEC 3924

Job Description

Operational Intelligence (OPINTEL) Analysts perform Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) of information to produce relevant and timely intelligence; provide Indications and Warnings (I&W); perform OPINTEL watch standing; conduct threat assessments; generate intelligence reports, briefs, assessments, and summaries; perform Joint Intelligence Preparation of the Operational Environment (JIPOE) and all-source fusion analysis; perform predictive analysis utilizing identified/correlated trends and patterns; review data for accuracy and reliability of sources; use Command, Control, Communications, Computer, Collection, Intelligence, Surveillance and Reconnaissance (C5ISR) systems; maintain an all-source intelligence plot; and serve as Independent Duty Intelligence Specialists (IDISs).

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Image Interpretation	124300	Operations Research Analysts	15-2031.00	Computer and Mathematical

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Operations Analysis	*Written Expression*
Active Learning	*Written Comprehension*
Reading Comprehension	*Oral Expression*
Equipment Selection	*Inductive Reasoning*
Monitoring	*Spatial Orientation*
Writing	*Category Flexibility*
Systems Analysis	*Selective Attention*
Management of Material Resources	*Information Ordering*
Quality Control Analysis	*Oral Comprehension*

ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze all-source intelligence (threats, Non-combatant Evacuation Operations (NEO), Humanitarian Assistance and Disaster Relief (HADR), geopolitical events, and research and development)
E4	CORE	Analyze Indications and Warnings (I&W)
E4	CORE	Analyze Maritime Security Operations (MSO) intelligence
E5	NON-CORE	Apply structured analytic techniques and tools to compare competing hypotheses
E4	CORE	Collate threat reporting
E4	CORE	Conduct all-source intelligence research
E4	CORE	Conduct Joint Intelligence Preparation of the Operational Environment (JIPOE)
E6	NON-CORE	Conduct Network Oriented Data Acquisition Language (NODAL) analysis
E4	CORE	Conduct pattern analysis
E4	CORE	Conduct predictive analysis
E5	NON-CORE	Coordinate intelligence analyst work
E5	NON-CORE	Determine warfare threats
E4	CORE	Develop Essential Elements of Information (EEI)
E4	CORE	Develop link analysis diagrams
E4	CORE	Extract geographic positioning data from a map, image or geospatial data

E4	CORE	Research friendly and adversary Order Of Battle (OOB) characteristics
E6	NON-CORE	Utilize all-source intelligence analysis to enable cross-queuing of multiple Intelligence sources
E5	CORE	Validate Joint Intelligence Preparation of the Operational Environment (JIPOE) data

COLLECTION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze collection results
E4	CORE	Collect all-source information
E4	NON-CORE	Collect biographical data
E4	NON-CORE	Collect Visit, Board, Search, and Seizure (VBSS) operations intelligence
E4	NON-CORE	Conduct Foreign Military Intelligence Collection Activities (FORMICA) debriefings and reportings
E4	CORE	Evaluate collection results
E6	NON-CORE	Identify intelligence collection posture and architecture
E6	CORE	Implement Intelligence Collection Plans (ICP)
E7	CORE	Perform collection manager duties
E4	CORE	Perform merchant ship's rigging/classification
E4	CORE	Perform Operational Tasking (OPTASK) directed intelligence collections
E5	CORE	Prepare collection plans
E5	CORE	Request high priority imagery collections
E5	NON-CORE	Supervise Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) process for organic early warning assets
E5	CORE	Update requirements from Notice of Intelligence Potentials (NIP)

CYBER ANALYSIS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Assess adversary activities on critical network infrastructure (hubs, switches, routers, Transmission Control Protocol/Internet Protocol (TCP/IP), protocols, data communications)
E5	NON-CORE	Conduct cyberspace intelligence analysis (tools, tactics, techniques, and procedures)
E4	NON-CORE	Define cyber threat and computer network operations
E5	NON-CORE	Evaluate cyber operations effects
E5	NON-CORE	Interpret technical cyber intelligence for fusion and all source analysis
E4	NON-CORE	Perform cyber threat analysis
E5	NON-CORE	Prepare cyber targeting packages
E4	NON-CORE	Provide intelligence support to information operations
E5	NON-CORE	Support network exploitation

DISSEMINATION

Paygrade	Task Type	Task Statements
E4	CORE	Disseminate intelligence information
E5	CORE	Disseminate intelligence reports
E4	NON-CORE	Operate communications equipment
E5	CORE	Provide intelligence briefings
E4	CORE	Provide threat Indications and Warnings (I&W)

IMAGERY INTERPRETATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Collect hand-held full motion video intelligence
E4	NON-CORE	Locate target of interest on a graphic
E4	NON-CORE	Monitor live full motion video feeds for activities
E4	CORE	Query imagery databases
E5	CORE	Verify Photographic Intelligence (PHOTOINT) data

INTELLIGENCE PRODUCTION

Paygrade	Task Type	Task Statements
E4	CORE	Brief intelligence systems architecture
E4	CORE	Conduct intelligence briefings
E4	CORE	Insert geospatial data into finished intelligence products
E5	CORE	Prepare intelligence products (briefs, messages, point papers, etc.)
E4	NON-CORE	Prepare Notice of Intelligence Potential (NIP)
E4	NON-CORE	Utilize annotated imagery-based intelligence products
E5	NON-CORE	Validate intelligence reports

MAPS AND CHARTS

Paygrade	Task Type	Task Statements
E4	CORE	Annotate maps and charts
E4	CORE	Create Geospatial Information and Services (GI&S) products
E4	CORE	Identify various types of maps and charts
E4	NON-CORE	Interpret maps and charts
E4	CORE	Update maps and charts

MISSION PLANNING AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Brief Combat Search And Rescue (CSAR) threat missions
E4	CORE	Comply with the Law of Armed Conflict (LOAC)
E4	CORE	Coordinate intelligence across intelligence community and other stakeholders
E7	NON-CORE	Create exercise scenarios
E7	CORE	Develop intelligence training plans
E6	NON-CORE	Draft exercise support messages (scripting)
E7	NON-CORE	Interpret theater intelligence doctrine
E4	CORE	Maintain intelligence plots

E4	NON-CORE	Provide intelligence support to Military Operations Other Than War (MOOTW)
E6	NON-CORE	Supervise Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) processes for Visit, Board, Search, and Seizure (VBSS) operations intelligence
E7	NON-CORE	Update operational orders and plans

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Access multiple intelligence support databases, tools, sources, and networks
E4	CORE	Apply security classification markings
E5	CORE	Conduct intelligence training
E7	CORE	Coordinate installation and maintenance of intelligence systems
E4	CORE	Destroy classified material
E4	CORE	Determine classified material releasability
E4	NON-CORE	Enforce information security policies and procedures
E4	NON-CORE	Enforce personnel security policies and procedures
E4	NON-CORE	Enforce physical security procedures
E7	NON-CORE	Evaluate exercise performance
E4	CORE	Maintain classified holdings
E6	NON-CORE	Maintain Sensitive Compartmented Information Facilities (SCIF)
E6	NON-CORE	Manage intelligence oversight programs
E4	NON-CORE	Perform preventive maintenance of dedicated photographic equipment
E4	CORE	Sanitize Sensitive Compartmented Information (SCI)
E7	CORE	Supervise classified material programs

Job Title **Job Code**

Imagery Intelligence Analyst 001409

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Architecture and Engineering	TBD	IMAGERY INTEL ANALYST	IMAG INTEL ANL

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	IS	NEC 3910

Job Description

Imagery Intelligence Analysts perform Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) of imagery and geospatial information to describe, assess and visually depict physical features and geographically referenced activities on the earth; detect and report on observed image activities that are of significant military, civilian, industrial, infrastructure, and environmental importance use soft-copy imagery interpretation and manipulation skills to identify adversary disposition and location; observe adversary Order of Battle (OOB) to include Tactics, Techniques, and Procedures (TTPs); identify employment of Camouflage, Concealment, and Deception (CC&D) and identification of emerging capabilities, and research and development; study and conduct exploitation of Lines of Communications (LOCs), strategic industries, military and civilian infrastructure, Helicopter Landing Zones (HLZs), beach studies, and terrain classification in support of Joint Intelligence Preparation of the Operational Environment (JIPOE); contribute to the Common Operational Picture (COP) by precisely locating activities and objects, assessing and discerning the significance of activities and events observed on imagery, and by providing a context for warfighters and decision makers through the production of imagery reports and graphic products; utilize all aspects of Geospatial Intelligence (GEOINT), literal or non-literal, to provide tailored GEOINT products; and play an important part in Battle Damage Assessment/Bomb Hit Assessment (BDA/BHA), Humanitarian Assistance and Disaster and Relief (HA/DR), and Non-Combatant Evacuation Operations (NEO).

DoD Relationship **O*NET Relationship**

Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Image Interpretation	124200	Cartographers and Photogrammetrists	17-1021.00	Architecture and Engineering

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Operations Analysis	*Written Expression*
Equipment Selection	*Written Comprehension*
Quality Control Analysis	*Oral Expression*
Writing	*Selective Attention*
Reading Comprehension	*Inductive Reasoning*
Active Learning	*Speed of Closure*
Monitoring	*Information Ordering*
Management of Material Resources	*Spatial Orientation*
Operation and Control	*Category Flexibility*

ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze all-source intelligence (threats, Non-combatant Evacuation Operations (NEO), Humanitarian Assistance and Disaster Relief (HADR), geopolitical events, and research and development)
E4	CORE	Analyze Indications and Warnings (I&W)
E4	CORE	Analyze Maritime Security Operations (MSO) intelligence
E5	NON-CORE	Apply structured analytic techniques and tools to compare competing hypotheses
E4	CORE	Conduct all-source intelligence research
E4	CORE	Conduct Joint Intelligence Preparation of the Operational Environment (JIPOE)
E6	NON-CORE	Conduct Network Oriented Data Acquisition Language (NODAL) analysis
E4	CORE	Conduct pattern analysis
E4	CORE	Conduct predictive analysis
E5	NON-CORE	Coordinate intelligence analyst work
E5	NON-CORE	Determine warfare threats

E4	CORE	Develop Essential Elements of Information (EEI)
E4	CORE	Extract geographic positioning data from a map, image or geospatial data
E4	CORE	Research friendly and adversary Order Of Battle (OOB) characteristics
E6	NON-CORE	Utilize all-source intelligence analysis to enable cross-queuing of multiple Intelligence sources
E5	CORE	Validate Joint Intelligence Preparation of the Operational Environment (JIPOE) data

COLLECTION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze collection results
E4	CORE	Analyze imagery platform capabilities and limitations
E4	CORE	Collect all-source information
E4	CORE	Evaluate collection results
E6	NON-CORE	Identify intelligence collection posture and architecture
E6	CORE	Implement Intelligence Collection Plans (ICP)
E7	CORE	Perform collection manager duties
E4	CORE	Perform merchant ship's rigging/classification
E4	CORE	Perform Operational Tasking (OPTASK) directed intelligence collections
E5	CORE	Prepare collection plans
E5	CORE	Request high priority imagery collections
E5	NON-CORE	Supervise Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) process for organic early warning assets
E5	CORE	Update requirements from Notice of Intelligence Potentials (NIP)

DISSEMINATION

Paygrade	Task Type	Task Statements
E4	CORE	Disseminate imagery products
E4	CORE	Disseminate intelligence information
E5	CORE	Disseminate intelligence reports
E4	NON-CORE	Operate communications equipment
E5	CORE	Provide intelligence briefings
E4	CORE	Provide threat Indications and Warnings (I&W)
E5	CORE	Validate imagery reports and products

IMAGERY INTERPRETATION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Analyze Digital Terrain Elevation Data (DTED)
E4	CORE	Assess image interpretability
E4	NON-CORE	Collect hand-held full motion video intelligence
E4	CORE	Conduct geopositioning and mensuration
E4	CORE	Create local imagery requirements
E5	CORE	Create standing orders
E4	CORE	Employ imagery system architecture

E4	CORE	Exploit full motion video data
E4	CORE	Exploit multi-sensor and tactical imagery
E4	CORE	Formulate intelligence using Moving Target Indicator (MTI) data
E4	CORE	Order an image manually
E4	CORE	Perform full motion video (FMV) exploitation
E4	CORE	Prepare a Supplemental Intelligence Report (SUPIR)
E4	CORE	Prepare an Initial Photographic Interpretation Report (IPIR)
E4	CORE	Purge imagery from Imagery Product Library (IPL)
E4	CORE	Query imagery databases
E4	CORE	Review Bomb Damage Assessment (BDA) results
E5	CORE	Troubleshoot imagery systems
E4	CORE	Upload imagery products
E5	NON-CORE	Utilize the Digital Point Position Database (DPPDB) to create geopositioning data
E5	CORE	Validate local imagery requirements
E5	CORE	Verify Photographic Intelligence (PHOTOINT) data

INTELLIGENCE PRODUCTION

Paygrade	Task Type	Task Statements
E4	CORE	Brief intelligence systems architecture
E4	CORE	Conduct intelligence briefings
E4	CORE	Insert geospatial data into finished intelligence products
E4	CORE	Prepare annotated imagery-based intelligence products
E5	CORE	Prepare intelligence products (briefs, messages, point papers, etc.)
E5	NON-CORE	Validate intelligence reports

MAPS AND CHARTS

Paygrade	Task Type	Task Statements
E4	CORE	Annotate maps and charts
E4	CORE	Create Geospatial Information and Services (GI&S) products
E4	CORE	Identify various types of maps and charts
E4	NON-CORE	Interpret maps and charts
E4	CORE	Update maps and charts

MISSION PLANNING AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Construct Collateral Damage Estimate (CDE) products
E4	CORE	Coordinate intelligence across intelligence community and other stakeholders
E7	NON-CORE	Create exercise scenarios
E7	CORE	Develop intelligence training plans
E6	NON-CORE	Draft exercise support messages (scripting)
E7	NON-CORE	Interpret theater intelligence doctrine
E4	CORE	Maintain intelligence plots
E4	NON-CORE	Provide intelligence support to Military Operations Other Than War (MOOTW)

E4	NON-CORE	Support Time-Sensitive Targeting (TST) and Time-Critical Targeting (TCT)
E7	NON-CORE	Update operational orders and plans

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Access multiple intelligence support databases, tools, sources, and networks
E4	CORE	Apply security classification markings
E5	CORE	Conduct intelligence training
E7	CORE	Coordinate installation and maintenance of intelligence systems
E4	CORE	Destroy classified material
E4	CORE	Determine classified material releasability
E4	NON-CORE	Enforce information security policies and procedures
E4	NON-CORE	Enforce personnel security policies and procedures
E4	NON-CORE	Enforce physical security procedures
E7	NON-CORE	Evaluate exercise performance
E4	CORE	Maintain classified holdings
E6	NON-CORE	Maintain Sensitive Compartmented Information Facilities (SCIF)
E6	NON-CORE	Manage intelligence oversight programs
E4	NON-CORE	Perform preventive maintenance of dedicated photographic equipment
E4	CORE	Sanitize Sensitive Compartmented Information (SCI)
E7	CORE	Supervise classified material programs

Job Title **Job Code**

Expeditionary Warfare Intelligence Analyst 002685

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Protective Service	TBD	EXPEDITIONARY INTEL SPECIALIST	EXP INTEL SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	IS	NEC 3912

Job Description

Expeditionary Warfare Intelligence Analysts perform Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) of intelligence to produce relevant and timely tactical operations support; provide Indications and Warnings (I&W); conduct threat assessments; generate intelligence reports, briefs, assessments, and summaries; perform Joint Intelligence Preparation of the Operational Environment (JIPOE) and all-source fusion analysis; perform predictive analysis utilizing identified/correlated trends and patterns; conduct debriefings to enhance knowledge of the operating environment; perform target systems analysis and target development; support Sensitive Site Exploitation (SSE); review data for accuracy and reliability of sources; use Command, Control, Communications, Computer, Collection, Intelligence, Surveillance and Reconnaissance (C5ISR) systems; and maintain an all-source intelligence plot.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Image Interpretation	124200	Intelligence Analysts	33-3021.06	Protective Service

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Operations Analysis	*Written Expression*
Writing	*Written Comprehension*
Reading Comprehension	*Oral Expression*
Active Learning	*Inductive Reasoning*
Equipment Selection	*Selective Attention*
Monitoring	*Spatial Orientation*
Management of Material Resources	*Category Flexibility*
Quality Control Analysis	*Speed of Closure*
Speaking	*Information Ordering*

ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze all-source intelligence (threats, Non-combatant Evacuation Operations (NEO), Humanitarian Assistance and Disaster Relief (HADR), geopolitical events, and research and development)
E4	CORE	Analyze Indications and Warnings (I&W)
E4	CORE	Analyze Maritime Security Operations (MSO) intelligence
E5	NON-CORE	Apply structured analytic techniques and tools to compare competing hypotheses
E4	CORE	Collate threat reporting
E4	CORE	Conduct all-source intelligence research
E4	CORE	Conduct Joint Intelligence Preparation of the Operational Environment (JIPOE)
E6	NON-CORE	Conduct Network Oriented Data Acquisition Language (NODAL) analysis
E4	CORE	Conduct pattern analysis
E4	CORE	Conduct predictive analysis
E5	NON-CORE	Coordinate intelligence analyst work
E5	NON-CORE	Determine warfare threats
E4	CORE	Develop Essential Elements of Information (EEI)
E4	CORE	Develop link analysis diagrams

E4	CORE	Extract geographic positioning data from a map, image or geospatial data
E4	CORE	Research friendly and adversary Order Of Battle (OOB) characteristics
E6	NON-CORE	Utilize all-source intelligence analysis to enable cross-queuing of multiple Intelligence sources
E5	CORE	Validate Joint Intelligence Preparation of the Operational Environment (JIPOE) data

COLLECTION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze collection results
E4	CORE	Collect all-source information
E4	NON-CORE	Collect biographical data
E4	NON-CORE	Collect Visit, Board, Search, and Seizure (VBSS) operations intelligence
E4	NON-CORE	Conduct Foreign Military Intelligence Collection Activities (FORMICA) debriefings and reportings
E4	CORE	Conduct mission debriefs
E4	NON-CORE	Coordinate Document and Media Exploitation (DOMEX)
E4	CORE	Evaluate collection results
E6	NON-CORE	Identify intelligence collection posture and architecture
E6	CORE	Implement Intelligence Collection Plans (ICP)
E7	CORE	Perform collection manager duties
E4	CORE	Perform merchant ship's rigging/classification
E4	CORE	Perform Operational Tasking (OPTASK) directed intelligence collections
E5	CORE	Prepare collection plans
E5	CORE	Request high priority imagery collections
E5	NON-CORE	Supervise Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) process for organic early warning assets
E5	CORE	Update requirements from Notice of Intelligence Potentials (NIP)

DISSEMINATION

Paygrade	Task Type	Task Statements
E4	CORE	Disseminate intelligence information
E5	CORE	Disseminate intelligence reports
E4	NON-CORE	Operate communications equipment
E5	CORE	Provide intelligence briefings
E4	CORE	Provide threat Indications and Warnings (I&W)

IMAGERY INTERPRETATION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Analyze Digital Terrain Elevation Data (DTED)
E4	NON-CORE	Collect hand-held full motion video intelligence

E4	NON-CORE	Locate target of interest on a graphic
E4	NON-CORE	Monitor live full motion video feeds for activities
E4	CORE	Query imagery databases
E5	CORE	Verify Photographic Intelligence (PHOTOINT) data

INTELLIGENCE PRODUCTION

Paygrade	Task Type	Task Statements
E4	CORE	Brief intelligence systems architecture
E4	CORE	Conduct intelligence briefings
E4	NON-CORE	Develop basic source data reports
E4	CORE	Insert geospatial data into finished intelligence products
E5	CORE	Prepare intelligence products (briefs, messages, point papers, etc.)
E4	NON-CORE	Prepare Notice of Intelligence Potential (NIP)
E4	NON-CORE	Utilize annotated imagery-based intelligence products
E5	NON-CORE	Validate intelligence reports

MAPS AND CHARTS

Paygrade	Task Type	Task Statements
E4	CORE	Annotate maps and charts
E4	CORE	Create Geospatial Information and Services (GI&S) products
E4	CORE	Identify various types of maps and charts
E4	NON-CORE	Interpret maps and charts
E4	CORE	Update maps and charts

MISSION PLANNING AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Brief Combat Search And Rescue (CSAR) threat missions
E4	CORE	Build target intelligence packages
E4	CORE	Comply with the Law of Armed Conflict (LOAC)
E4	CORE	Coordinate intelligence across intelligence community and other stakeholders
E7	NON-CORE	Create exercise scenarios
E7	CORE	Develop intelligence training plans
E6	NON-CORE	Draft exercise support messages (scripting)
E7	NON-CORE	Interpret theater intelligence doctrine
E4	CORE	Maintain intelligence plots
E4	NON-CORE	Provide intelligence support to Military Operations Other Than War (MOOTW)
E6	NON-CORE	Supervise Tasking, Collection, Processing, Exploitation, and Dissemination (TCPED) processes for Visit, Board, Search, and Seizure (VBSS) operations intelligence
E4	NON-CORE	Support Time-Sensitive Targeting (TST) and Time-Critical Targeting (TCT)
E7	NON-CORE	Update operational orders and plans

SECURITY AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Access multiple intelligence support databases, tools, sources, and networks
E4	CORE	Apply security classification markings
E5	CORE	Conduct intelligence training
E7	CORE	Coordinate installation and maintenance of intelligence systems
E4	CORE	Destroy classified material
E4	CORE	Determine classified material releasability
E4	NON-CORE	Enforce information security policies and procedures
E4	NON-CORE	Enforce personnel security policies and procedures
E4	NON-CORE	Enforce physical security procedures
E7	NON-CORE	Evaluate exercise performance
E4	CORE	Maintain classified holdings
E6	NON-CORE	Maintain Sensitive Compartmented Information Facilities (SCIF)
E6	NON-CORE	Manage intelligence oversight programs
E4	NON-CORE	Perform preventive maintenance of dedicated photographic equipment
E4	CORE	Sanitize Sensitive Compartmented Information (SCI)
E7	CORE	Supervise classified material programs

CHAPTER 47

LOGISTICS SPECIALIST

(LS)

NAVPERS 18068-47A
CH-55

Updated: July 2013

TABLE OF CONTENTS
LOGISTICS SPECIALIST (LS)

SCOPE OF RATING	**LS-3**
GENERAL INFORMATION	**LS-4**
POSTAL CLERK	**LS-5**
ADMINISTRATION	LS-5
FINANCIAL	LS-6
INSPECTION AND EVALUATION	LS-6
LOGISTICS	LS-6
MANAGEMENT	LS-6
SECURITY	LS-6
LOGISTICS MANAGER	**LS-7**
ADMINISTRATION	LS-7
FINANCIAL	LS-8
INSPECTION AND EVALUATION	LS-8
LOGISTICS	LS-8
MANAGEMENT	LS-9
SECURITY	LS-9
LOGISTICIAN	**LS-10**
ADMINISTRATION	LS-10
FINANCIAL	LS-11
INSPECTION AND EVALUATION	LS-11
LOGISTICS	LS-11
MANAGEMENT	LS-12
SECURITY	LS-12

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

LOGISTICS SPECIALIST (LS)

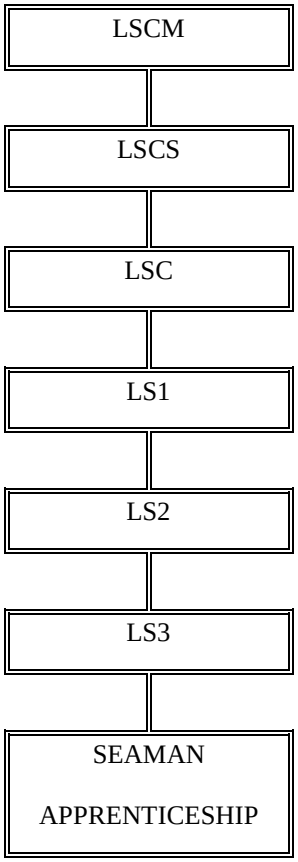
SCOPE OF RATING

Logistics Specialists (LS) provide diverse logistics and accounting support in a global setting to aviation, surface, subsurface, and expeditionary forces; order, receive, inspect, stow, preserve, package, ship, and issue materials and cargo; operate Navy Post Offices; account for government materials; and prepare and maintain required forms, records, correspondence, reports, and files.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 47.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

NEBC Job Title

Postal Clerk

NEBC Job Code

001637

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	POSTAL CLERK	POSTAL CLK

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	LS	NEC 3001

Job Description

Postal Clerks manage Navy Post Offices, afloat and ashore; process and dispatch all classes of mail and parcel post; direct and route the transportation of mail; prepare and maintain postal records and reports; and process postal customer service transactions.

DoD Relationship

Group Title	*DoD Code*
Postal rt	155400

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Mail Clerks and Mail Machine Operators, Except Postal Service	43-9051.00	Office and Administrative

Skills

Judgment and Decision Making
Operation and Control
Management of Financial Resources
Quality Control Analysis
Complex Problem Solving
Management of Material Resources
Mathematics
Operation Monitoring
Service Orientation
Monitoring

Abilities

Inductive Reasoning
Deductive Reasoning
Manual Dexterity
Mathematical Reasoning
Originality
Written Comprehension
Information Ordering
Oral Expression
Speech Clarity
Written Expression

ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Audit postal accounts
E4	NON-CORE	Determine country restrictions
E4	NON-CORE	Determine Fleet, Army, and Diplomatic Post Office (FPO/APO/DPO) restrictions
E4	NON-CORE	Implement suspicious mail response procedures
E7	CORE	Maintain postal Standard Operating Procedures (SOP)
E5	CORE	Manage mail orderlie programs
E6	CORE	Prepare Designation/Termination MPC-FPC-COPE-PFO (DD Form 2257)
E4	CORE	Prepare manifold dispatch bills
E4	CORE	Prepare Registered Mail – Balances and Inventories (DD Form 2261)
E4	CORE	Process accountable mail
E6	NON-CORE	Process customs endorsements
E4	CORE	Process Irregularities in Makeup and Dispatch of Mail (DD Form 2273)
E5	CORE	Process personal effects
E6	NON-CORE	Process postal claims and inquiries
E4	NON-CORE	Process postal customer service transactions
E4	CORE	Process pro-grade mail
E4	CORE	Process retro-grade mail
E4	CORE	Process undeliverable mail
E5	NON-CORE	Report accountable equipment inventory (PS Form 1590)
E6	CORE	Report postal offenses
E4	CORE	Update Automated Military Postal System (AMPS) information

E7	CORE	Verify Automated Military Postal System (AMPS) information
E5	CORE	Verify postal forms (e.g., DD form 2261, PS Form 3883, PS Form 3854, etc.)
E4	CORE	Verify United States Postal Service (USPS) Customs Declarations (PS Form 2976)

FINANCIAL

Paygrade	Task Type	Task Statements
E6	CORE	Approve Application for Refund of Fees, Products and Withdrawal of Customer Accounts (PS Form 3533)
E6	CORE	Approve Daily Financial Reports (PS Form 1412)
E4	CORE	Perform money order transactions
E4	CORE	Perform postage meter transactions
E5	CORE	Prepare Application for Refund of Fees, Products and Withdrawal of Customer Accounts (PS Form 3533)
E5	CORE	Prepare Daily Financial Reports (PS Form 1412)
E4	NON-CORE	Prepare stamp and money order requisitions (PS Form 17)

INSPECTION AND EVALUATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Inspect mail containers
E7	CORE	Inspect mail handling procedures

LOGISTICS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Coordinate Department of Defense (DoD) mail movements
E5	NON-CORE	Coordinate local mail movements
E4	CORE	Deliver accountable mail
E4	CORE	Inventory material stocks
E5	CORE	Maintain aviation Pack-Up Kits (PUK)
E4	NON-CORE	Maintain Individual Mail Lock Boxes (IMLB)
E5	NON-CORE	Requisition Mail Transportation Equipment (MTE)
E4	CORE	Stow special category material

MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct customer service training

SECURITY

Paygrade	Task Type	Task Statements
E6	NON-CORE	Document suspicious mail
E6	CORE	Monitor key-control procedures
E4	CORE	Safeguard classified material
E4	CORE	Safeguard registered mail, cages, and sections
E5	NON-CORE	Submit Postal Net Alerts (PNA)
E5	CORE	Verify postage meter transactions
E5	NON-CORE	Verify security of postal spaces

NEBC Job Title

Logistics Manager

NEBC Job Code

001742

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Management	TBD	LOGISTICS MANAGER	LOG MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	LS	As assigned to the job, may include: 2830, 2831, 2813, 2819, 2820, 2821, 8012, 8013, 8014, 8015, 9595, or 3001

Job Description

Logistic Managers perform functions related to material procurement, financial accounting, administration, technical research, audits, and inspections; perform and oversee warehousing functions including receipt, storage, and the issue of materials; conduct and oversee ordering, issuing, inventorying, and tracking of repairable assets; prepare requisitions for material outside normal supply channels; liaise with vendors, contractors, and husbanding agents; formulate load-out plans for deployments; and conduct and maintain supply activity inventories and postal services.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Supply Administration	155100	Administrative Services Managers	11-3011.00	Management

Skills	Abilities
Operation and Control	*Written Comprehension*
Management of Material Resources	*Inductive Reasoning*
Coordination	*Information Ordering*
Judgment and Decision Making	*Written Expression*
Monitoring	*Deductive Reasoning*
Quality Control Analysis	*Near Vision*
Reading Comprehension	*Mathematical Reasoning*
Management of Financial Resources	*Oral Expression*
Mathematics	*Originality*
Operation Monitoring	*Category Flexibility*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Adjust stock levels
E6	CORE	Analyze aviation supply readiness data
E5	CORE	Analyze stock control review listings
E6	CORE	Analyze supply ad-hoc query data
E7	CORE	Approve Allowance Change Requests (ACR)
E7	CORE	Approve warehouse refusals
E6	CORE	Audit postal accounts
E6	CORE	Investigate financial liability of property loss
E4	CORE	Maintain files (expenditure invoices, fuel files, inventory records)
E4	CORE	Maintain flight packets
E5	CORE	Maintain open purchase and contract files
E6	CORE	Perform causative research on inventory discrepancies
E7	CORE	Prepare supply action messages (Logistic Requests (LOGREQ))
E6	NON-CORE	Process customs endorsements
E5	CORE	Process personal effects
E6	NON-CORE	Process postal claims and inquiries
E5	NON-CORE	Report accountable equipment inventory (PS Form 1590)
E6	CORE	Report postal offenses
E6	CORE	Update supply database tables
E5	CORE	Validate automated stock item table

E4	CORE	Validate Individual Component Repair Lists (ICRL) for repair capability
E4	CORE	Validate Material Outstanding File (MOF)
E7	CORE	Validate stock levels
E5	CORE	Validate supply management reports (logistics, financial, inventory)
E5	CORE	Verify Component Control Section (CCS) report data
E4	CORE	Verify fuel transaction balances
E6	CORE	Verify supply systems management reports

FINANCIAL

Paygrade	Task Type	Task Statements
E6	CORE	Approve Application for Refund of Fees, Products and Withdrawal of Customer Accounts (PS Form 3533)
E6	CORE	Approve Daily Financial Reports (PS Form 1412)
E7	CORE	Certify invoices for payment
E7	CORE	Certify statements for payment (air fuel card, sea fuel card, Government Commercial Purchase Card (GCPC))
E6	CORE	Establish continuing services and accounts
E6	CORE	Maintain continuing services and accounts
E5	CORE	Maintain Operating Target (OPTAR)
E5	CORE	Prepare Application for Refund of Fees, Products and Withdrawal of Customer Accounts (PS Form 3533)
E5	CORE	Prepare Daily Financial Reports (PS Form 1412)
E5	CORE	Process live Operating Target (OPTAR) Transmittal Letter (TL) reports
E6	CORE	Request Operating Target (OPTAR) advances or augments

INSPECTION AND EVALUATION

Paygrade	Task Type	Task Statements
E7	NON-CORE	Conduct postal assist visits
E7	CORE	Inspect mail handling procedures
E7	NON-CORE	Inspect postal operations

LOGISTICS

Paygrade	Task Type	Task Statements
E5	CORE	Audit processed material receipts
E7	NON-CORE	Coordinate Department of Defense (DoD) mail movements
E5	NON-CORE	Coordinate local mail movements
E5	CORE	Maintain aviation Pack-Up Kits (PUK)
E5	CORE	Manage Maintenance Assistance Modules (MAM)
E7	CORE	Monitor Depot Level Repairable (DLR) program
E6	CORE	Monitor Material Outstanding File (MOF)
E6	CORE	Requisition emergency supplies
E5	NON-CORE	Requisition Mail Transportation Equipment (MTE)
E5	CORE	Review stock reorders
E5	CORE	Transfer materials (Defense Reutilization and Marketing Offices (DRMO), Material Turned Into Store (MTIS), Other Supply Officer (OSO))
E5	CORE	Validate Awaiting Parts (AWP) reports
E7	CORE	Validate stock reorder reviews
E6	CORE	Validate supply portion of Casualty Reports (CASREP)

E4	CORE	Verify Material Obligation Validations (MOV)
E4	CORE	Verify warehouse refusals

MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Brief Commanding Officer (CO) on status of supply operations
E6	CORE	Conduct customer service training
E6	CORE	Inventory presentation silver and other valuable gifts
E6	NON-CORE	Inventory Table of Allowances (TOA) for expeditionary forces
E6	CORE	Manage Automated Information System (AIS) user accounts
E6	CORE	Manage carcass tracking program
E5	CORE	Manage Depot Level Repairable (DLR) program
E6	CORE	Manage financial systems
E5	CORE	Manage Hazardous Material (HAZMAT) program
E6	CORE	Manage material not in physical custody of supply officers
E5	CORE	Manage Wide Area Work Flow (WAWF) program
E6	CORE	Monitor Hazardous Material (HAZMAT) program
E6	CORE	Perform supply Quality Assurance (QA) functions
E7	CORE	Prepare Other Supply Officer (OSO) transfer documentation (DD Form 1348-1A)
E6	CORE	Schedule annual physical inventories

SECURITY

Paygrade	Task Type	Task Statements
E6	NON-CORE	Document suspicious mail
E4	CORE	Safeguard classified material
E5	NON-CORE	Submit Postal Net Alerts (PNA)
E5	NON-CORE	Verify security of postal spaces

NEBC Job Title

Logistician

NEBC Job Code

001747

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	LOGISTICIAN	LOGISTICIN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	LS	As assigned to the job, NECs may include: 2828, 2829, 2830, 2831, 2813, 2814, 2819, 2820, 2821, 8012, 8013, 8014, 8015, 9590, 9595, or 3001

Job Description

Logisticians monitor all supply functions; receive, stow, issue, and inventory materials; perform inspection and auditing functions of all supply areas; maintain activity financial records and reports; take corrective action on financial discrepancies and make budget-related recommendations; maintain supply management computer systems; generate required reports; and maintain supply system integrity.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Supply Administration Support	155100	Procurement Clerks	43-3061.00	Office and Administrative

Skills	Abilities
Coordination	*Written Comprehension*
Operation and Control	*Information Ordering*
Management of Material Resources	*Near Vision*
Reading Comprehension	*Inductive Reasoning*
Monitoring	*Deductive Reasoning*
Troubleshooting	*Written Expression*
Complex Problem Solving	*Category Flexibility*
Judgment and Decision Making	*Manual Dexterity*
Management of Financial Resources	*Oral Expression*
Mathematics	*Mathematical Reasoning*

ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze stock control review listings
E4	CORE	Document shipping discrepancies reports (Standard Form 364)
E6	CORE	Investigate financial liability of property loss
E4	CORE	Maintain files (expenditure invoices, fuel files, inventory records)
E4	CORE	Maintain flight packets
E5	CORE	Maintain open purchase and contract files
E4	CORE	Maintain receipt files
E4	CORE	Maintain supply or transportation discrepancy reports
E6	CORE	Perform causative research on inventory discrepancies
E4	CORE	Perform Technical Editing (TECH-EDIT)
E5	CORE	Prepare Allowance Change Requests (ACR)
E5	CORE	Process personal effects
E4	CORE	Validate Defective Material Summaries (DMS)
E4	CORE	Validate Material Outstanding File (MOF)
E5	CORE	Validate supply management reports (logistics, financial, inventory)

E4	CORE	Verify fuel transaction balances
E6	CORE	Verify supply systems management reports

FINANCIAL

Paygrade	Task Type	Task Statements
E6	CORE	Establish continuing services and accounts
E6	CORE	Maintain continuing services and accounts
E5	CORE	Maintain Operating Target (OPTAR)
E5	CORE	Process live Operating Target (OPTAR) Transmittal Letter (TL) reports
E5	CORE	Process Summary Filled Order Expenditure Difference Listings (SFOEDL)
E6	CORE	Validate Budget Operating Target Reports (BOR OPTAR)
E5	CORE	Validate invoices and bills

INSPECTION AND EVALUATION

Paygrade	Task Type	Task Statements
E5	CORE	Inspect warehouse material stowage

LOGISTICS

Paygrade	Task Type	Task Statements
E5	CORE	Audit processed material receipts
E4	CORE	Conduct location audits
E7	NON-CORE	Coordinate Department of Defense (DoD) mail movements
E4	CORE	Deliver customer materials
E4	CORE	Inventory aircraft equipment and material
E4	CORE	Inventory material stocks
E4	CORE	Issue Depot Level Repairable (DLR) materials
E4	CORE	Issue Hazardous Material (HAZMAT)
E4	CORE	Issue special clothing (flight suits, expeditionary)
E5	CORE	Maintain aviation Pack-Up Kits (PUK)
E4	CORE	Maintain Pre-Expended Bin (PEB) material
E5	CORE	Manage Maintenance Assistance Modules (MAM)
E6	CORE	Monitor Material Outstanding File (MOF)
E5	CORE	Prepare documents for contractor and vendor transactions
E4	CORE	Prepare material for offloads (Defense Reutilization and Marketing Offices (DRMO), Material Turned Into Store (MTIS))
E6	CORE	Process Automated Shore Interfaces (ASI)
E4	CORE	Process carcasses for turn-in
E4	CORE	Process Casualty Reports (CASREP)
E6	CORE	Process inventory discrepancies (Gain By Inventory (GBI), and Loss By Inventory (LBI))
E4	CORE	Process material for shipment
E4	CORE	Process material issues from aviation Pack-Up Kits (PUK)
E4	CORE	Process material issues from stock
E4	CORE	Receive Depot Level Repairable (DLR) materials
E4	CORE	Receive Hazardous Material (HAZMAT)
E5	CORE	Reconcile outstanding carcass tracking data
E6	CORE	Requisition emergency supplies
E4	CORE	Return customer refusals to supply

E5	CORE	Review stock reorders
E4	CORE	Stow material
E4	CORE	Stow special category material
E4	CORE	Submit non-standard requisitions
E4	CORE	Submit standard requisitions
E5	CORE	Transfer materials (Defense Reutilization and Marketing Offices (DRMO), Material Turned Into Store (MTIS), Other Supply Officer (OSO))
E4	CORE	Update incoming requisition status reports
E5	CORE	Update issues pending file
E4	CORE	Update receipt transactions in automated database
E6	CORE	Validate outstanding requisitions
E5	CORE	Validate status of material issues
E6	CORE	Validate supply portion of Casualty Reports (CASREP)
E4	CORE	Verify Maintenance Action Forms (MAF) for correct data entries
E4	CORE	Verify Material Obligation Validations (MOV)

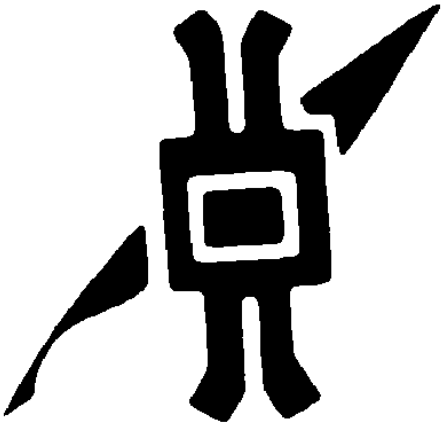
MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct customer service training
E5	CORE	Issue aviation Pack-Up Kits (PUK)
E6	CORE	Manage Depot Level Repairable (DLR) inventories
E6	CORE	Manage financial systems
E5	CORE	Manage Hazardous Material (HAZMAT) program
E6	CORE	Manage material not in physical custody of supply officers
E6	CORE	Manage material offloads
E6	CORE	Monitor Hazardous Material (HAZMAT) program
E4	CORE	Verify Stock-in-Transit or Material-in-Transit (SIT/MIT) reports

SECURITY

Paygrade	Task Type	Task Statements
E5	CORE	Inventory controlled equipment
E4	CORE	Safeguard classified material
E4	CORE	Safeguard supply material

CHAPTER 48



LEGALMAN
(LN)

NAVPERS 18068-48D
CH-59

Updated: July 2014

LEGALMAN (LN)
TABLE OF CONTENTS

SCOPE OF RATING	LN-3
GENERAL INFORMATION	LN-4
PARALEGAL	LN-5
COURT AND COURT DOCUMENTS	LN-5
EVIDENCE COLLECTION AND SAFEGUARDING	LN-6
LAW OFFICE ADMINISTRATION	LN-6
LEGAL DOCUMENT PREPARATION	LN-6
LEGAL RESEARCH AND INVESTIGATION	LN-7
PERSONNEL LEGAL SUPPORT	LN-8
PROFESSIONAL DEVELOPMENT	LN-8
LAW OFFICE SPECIALIST	LN-9
COURT AND COURT DOCUMENTS	LN-9
EVIDENCE COLLECTION AND SAFEGUARDING	LN-10
LAW OFFICE ADMINISTRATION	LN-10
LEGAL DOCUMENT PREPARATION	LN-11
LEGAL RESEARCH AND INVESTIGATION	LN-11
PERSONNEL LEGAL SUPPORT	LN-12
PROFESSIONAL DEVELOPMENT	LN-12
LAW OFFICE CLERK	LN-13
COURT AND COURT DOCUMENTS	LN-13
EVIDENCE COLLECTION AND SAFEGUARDING	LN-13
LAW OFFICE ADMINISTRATION	LN-13
LEGAL DOCUMENT PREPARATION	LN-14
LEGAL RESEARCH AND INVESTIGATION	LN-14
PERSONNEL LEGAL SUPPORT	LN-15
PROFESSIONAL DEVELOPMENT	LN-15

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

LEGALMAN (LN)

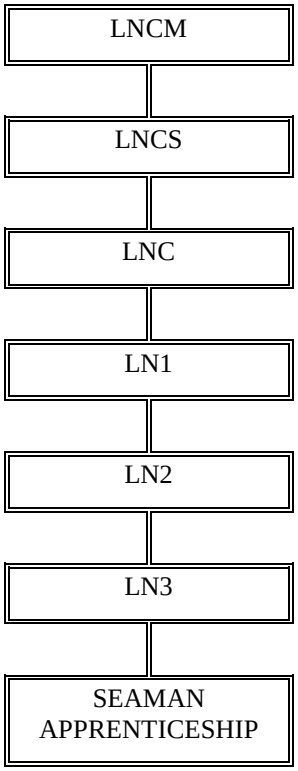
SCOPE OF RATING

Legalmen (LN) perform paralegal duties under the direction and supervision of Judge Advocates to provide and administer legal services in support of military justice matters, administrative discharges, claims, admiralty law, and legal assistance; record and transcribe proceedings of courts martial, courts of inquiry, investigations, and military commissions, and prepare and submit necessary records and reports; prepare legal correspondence; draft charges and associated documents required for nonjudicial punishment and courts martial; conduct interviews; perform legal research; provide trial and defense paralegal support; and provide advice and assistance to personnel and commands on matters of legal administration.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 48.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title
Paralegal

Job Code
001469

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Legal	TBD	PARALEGAL	PARALEGAL

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	LN	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Paralegals work under the direct supervision of an attorney, or independently, to investigate the facts of cases and ensure that all relevant information is considered; identify appropriate laws, judicial decisions, legal articles, and other materials that are relevant to assigned cases; analyze and organize the information and prepare written reports that attorneys use in determining how cases should be handled; help prepare legal arguments, draft pleadings and motions to be filed with the court, obtain affidavits, and assist attorneys during trials; organize and track files of all important case documents and make them available and easily accessible to attorneys; draft contracts, mortgages, separation agreements, and trust instruments; assist in preparing tax returns and planning estates; provide timely and accurate advice to commanders in an international environment and support operational law activities; and serve as Law Office managers, providing training and supervision to junior personnel and maintaining office budgets.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Legal	151200	Paralegals and Legal Assistants	23-2011.00	Legal

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Writing	*Written Expression*
Coordination	*Information Ordering*
Reading Comprehension	*Inductive Reasoning*
Speaking	*Written Comprehension*
Complex Problem Solving	*Oral Expression*
Active Listening	*Problem Sensitivity*
Management of Material Resources	*Oral Comprehension*
Time Management	*Speed of Closure*
Judgment and Decision Making	*Time Sharing*

COURT AND COURT DOCUMENTS

Paygrade	Task Type	Task Statements
E5	CORE	Analyze Records of Trial (ROT) to formulate Staff Judge Advocate Recommendation (SJAR)
E6	CORE	Conduct Summary Courts-Martial (SCM) reviews
E6	CORE	Coordinate courtroom security
E5	CORE	Draft closing arguments
E5	CORE	Draft opening statements
E4	CORE	Manage courtroom schedules
E4	CORE	Monitor voice recording equipment that produce official transcripts of formal proceedings
E4	CORE	Prepare courtrooms for trials and hearings
E5	CORE	Prepare legal briefs
E5	CORE	Prepare questions for potential jurors to determine their suitability (voir dire)
E6	CORE	Provide guidance to convening authority regarding member selection
E4	CORE	Provide post-trial confinement support
E5	CORE	Provide pre-trial confinement support
E5	CORE	Provide subpoena service
E6	NON-CORE	Represent command at pre-trial confinement hearings
E5	NON-CORE	Review Article 32 Uniform Code of Military Justice (UCMJ) transcripts

E5	CORE	Review charge sheets
E6	CORE	Review court proceedings transcripts
E6	CORE	Review motions and pleadings
E6	CORE	Review Records of Trial (ROT)

EVIDENCE COLLECTION AND SAFEGUARDING

Paygrade	Task Type	Task Statements
E5	CORE	Collect documentary or electronic evidence
E5	CORE	Dispose of evidence upon completion of final review of courts-martial
E5	CORE	Maintain Chain of Custody
E4	CORE	Mark exhibits
E5	CORE	Review evidence to determine relevancy and authenticity

LAW OFFICE ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Assemble Special Courts-Martial/General Courts-Martial (SPCM/GCM) Records of Trial (ROT)
E5	CORE	Assemble Summary Courts-Martial (SCM) Records of Trial (ROT)
E4	CORE	Create legal files
E4	CORE	Distribute Records of Trial (ROT)
E4	NON-CORE	Mail serialized correspondence
E4	CORE	Maintain legal databases
E4	CORE	Maintain legal directives and publications
E4	CORE	Maintain legal files
E4	CORE	Maintain unit punishment books
E4	CORE	Notify personnel of trial information
E4	CORE	Prepare charge sheets
E4	NON-CORE	Prepare standard naval correspondence
E5	CORE	Process Complaints of Wrongs
E6	NON-CORE	Process Congressional Inquiries
E5	CORE	Process formal grievances
E5	CORE	Process Privacy Act requests
E4	CORE	Process Unauthorized Absentee (UA) paperwork
E4	CORE	Report Sailors' disciplinary findings to personnel support activity
E6	CORE	Review Complaints of Wrongs

LEGAL DOCUMENT PREPARATION

Paygrade	Task Type	Task Statements
E4	CORE	Draft legal memoranda
E4	CORE	Draft Powers of Attorney (POA)
E4	CORE	Prepare administrative separation documents
E5	CORE	Prepare affidavits
E4	CORE	Prepare appointing and convening orders

E4	CORE	Prepare Article 31 Uniform Code of Military Justice (UCMJ) warnings
E5	CORE	Prepare Article 64 (Review by a Judge Advocate) letters/court orders
E6	CORE	Prepare Boards of Inquiry and Courts of Inquiry documents
E6	CORE	Prepare delivery of personnel agreements
E4	CORE	Prepare drug laboratory report requests
E5	CORE	Prepare estate planning documents (e.g. wills, trusts, etc.)
E4	CORE	Prepare findings and sentencing worksheets
E5	CORE	Prepare immigration and naturalization documents
E4	CORE	Prepare legal statistical/data reports
E4	NON-CORE	Prepare liberty risk program documents
E4	CORE	Prepare motions and pleadings
E5	CORE	Prepare Non-Judicial Punishment (NJP) appeal endorsements
E4	CORE	Prepare Non-Judicial Punishment (NJP) notification forms
E4	CORE	Prepare post Non-Judicial Punishment (NJP) documents
E5	CORE	Prepare post-trial Summary Courts-Martial (SCM) documents
E5	CORE	Prepare pre-trial agreements
E4	CORE	Prepare Report and Disposition of Offenses (NAVPERS 1626/7)
E4	CORE	Prepare restriction and extra duty orders
E5	CORE	Prepare search and seizure documents
E5	CORE	Prepare separations in lieu of trial by court-martial requests
E6	CORE	Prepare Staff Judge Advocate Recommendations (SJAR)
E6	CORE	Process Freedom of Information Act (FOIA) requests
E4	CORE	Process letters of indebtedness
E4	CORE	Produce official transcripts of formal proceedings

LEGAL RESEARCH AND INVESTIGATION

Paygrade	**Task Type**	**Task Statements**
E5	CORE	Advise suspects of Article 31 Uniform Code of Military Justice (UCMJ) rights
E5	CORE	Conduct claims investigations
E4	NON-CORE	Conduct client conflict checks
E6	CORE	Conduct command investigations
E7	CORE	Conduct inquiries into reports of offenses
E5	CORE	Conduct legal assistance screening interviews
E4	CORE	Conduct legal research
E6	CORE	Conduct Line of Duty (LOD) investigations
E5	CORE	Interview witnesses
E6	CORE	Investigate dependent non-support complaints
E6	CORE	Investigate paternity complaints
E5	CORE	Prepare administrative investigation endorsements
E6	CORE	Prepare administrative investigation letters of report
E6	CORE	Process Line of Duty (LOD) investigation reports

E6	CORE	Review administrative investigation reports
E6	CORE	Review claims investigations
E5	CORE	Review criminal investigation reports

PERSONNEL LEGAL SUPPORT

Paygrade	Task Type	Task Statements
E5	CORE	Conduct administrative separation processing counseling
E5	NON-CORE	Conduct Board of Corrections Naval Review (BCNR) counseling
E5	NON-CORE	Conduct immigration and naturalization counseling
E6	NON-CORE	Conduct indebtedness counseling
E6	CORE	Conduct outreach services (e.g. waterfront briefs, pre-deployment briefs, etc.)
E7	CORE	Coordinate delivery of personnel to foreign authorities
E5	CORE	Coordinate preventive law program roadshows
E6	CORE	Counsel victims/witnesses regarding legal rights and resources available
E4	CORE	Perform federal notary duties
E6	CORE	Provide emergency legal services triage
E6	CORE	Provide procedural and regulatory guidance to Command leadership
E6	CORE	Provide Sailor guidance on family support obligations
E6	CORE	Represent command interests as recorder in Administrative Separation (ADSEP) Board proceedings

PROFESSIONAL DEVELOPMENT

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct internal professional development training
E7	CORE	Determine external legal readiness requirements
E5	CORE	Develop preventive law program materials
E5	CORE	Develop training to promote legal readiness
E7	CORE	Identify requirements for internal professional development

Job Title **Job Code**

Law Office Specialist 001477

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Legal	TBD	LAW OFFICE SPECIALIST	LAW SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	LN	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Law Office Specialists work under the supervision of attorneys and paralegals to draft legal documents and papers, such as appeals, motions, pleadings, pretrial agreements, legal briefs, routine legal assistance documents, and legal correspondence; provide routine assistance to Legal Assistance, Personal Representation, and Defense clients; prepare vouchers for payment of claims and witness fees; conduct advanced legal research and compile statistics for submission of required reports; provide routine advice to commanders on military justice and administrative measures; respond to complaints and conduct client and witness interviews; and serve as Law Office supervisors, providing training and supervision to junior personnel.

DOD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Legal	151200	Paralegals and Legal Assistants	23-2011.00	Legal

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Writing	*Written Expression*
Coordination	*Information Ordering*
Reading Comprehension	*Written Comprehension*
Speaking	*Inductive Reasoning*
Complex Problem Solving	*Oral Expression*
Active Listening	*Problem Sensitivity*
Management of Material Resources	*Oral Comprehension*
Time Management	*Speed of Closure*
Judgment and Decision Making	*Time Sharing*

COURT AND COURT DOCUMENTS

Paygrade	Task Type	Task Statements
E5	CORE	Analyze Records of Trial (ROT) to formulate Staff Judge Advocate Recommendation (SJAR)
E6	CORE	Conduct Summary Courts-Martial (SCM) reviews
E6	CORE	Coordinate courtroom security
E5	CORE	Draft closing arguments
E5	CORE	Draft opening statements
E4	CORE	Manage courtroom schedules
E4	CORE	Monitor voice recording equipment that produce official transcripts of formal proceedings
E4	CORE	Prepare courtrooms for trials and hearings
E5	CORE	Prepare legal briefs
E5	CORE	Prepare questions for potential jurors to determine their suitability (voir dire)
E6	CORE	Provide guidance to convening authority regarding member selection
E4	CORE	Provide post-trial confinement support
E5	CORE	Provide pre-trial confinement support
E5	CORE	Provide subpoena service
E6	NON-CORE	Represent command at pre-trial confinement hearing
E5	NON-CORE	Review Article 32 Uniform Code of Military Justice (UCMJ) transcripts
E5	CORE	Review charge sheets

E6	CORE	Review court proceedings transcripts
E6	CORE	Review motions and pleadings
E6	CORE	Review Records of Trial (ROT)

EVIDENCE COLLECTION AND SAFEGUARDING

Paygrade	Task Type	Task Statements
E5	CORE	Collect documentary or electronic evidence
E5	CORE	Dispose of evidence upon completion of final review of courts-martial
E5	CORE	Maintain Chain of Custody
E4	CORE	Mark exhibits
E5	CORE	Review evidence to determine relevancy and authenticity

LAW OFFICE ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Assemble Special Courts-Martial/General Courts-Martial (SPCM/GCM) Records of Trial (ROT)
E5	CORE	Assemble Summary Courts-Martial (SCM) Records of Trial (ROT)
E4	CORE	Create legal files
E4	CORE	Distribute Records of Trial (ROT)
E4	NON-CORE	Mail serialized correspondence
E4	CORE	Maintain legal databases
E4	CORE	Maintain legal directives and publications
E4	CORE	Maintain legal files
E4	CORE	Maintain unit punishment books
E4	CORE	Notify personnel of trial information
E4	CORE	Prepare charge sheets
E4	NON-CORE	Prepare standard naval correspondence
E5	CORE	Process Complaints of Wrongs
E6	NON-CORE	Process Congressional Inquiries
E5	CORE	Process formal grievances
E5	CORE	Process Privacy Act requests
E4	CORE	Process Unauthorized Absentee (UA) paperwork
E4	CORE	Report Sailors' disciplinary findings to personnel support activity
E7	CORE	Review command endorsement to Privacy Act requests
E7	CORE	Review command endorsements of Freedom of Information Act (FOIA) requests
E6	CORE	Review Complaints of Wrongs

LEGAL DOCUMENT PREPARATION

Paygrade	Task Type	Task Statements
E4	CORE	Draft legal memoranda
E4	CORE	Draft Powers of Attorney (POA)
E4	CORE	Prepare administrative separation documents
E5	CORE	Prepare affidavits
E4	CORE	Prepare appointing and convening orders
E4	CORE	Prepare Article 31 Uniform Code of Military Justice (UCMJ) warnings
E5	CORE	Prepare Article 64 (Review by a Judge Advocate) letter/court order
E6	CORE	Prepare Boards of Inquiry and Courts of Inquiry documents
E6	CORE	Prepare delivery of personnel agreements
E4	CORE	Prepare drug laboratory report requests
E5	CORE	Prepare estate planning documents (e.g. wills, trusts, etc.)
E4	CORE	Prepare findings and sentencing worksheets
E5	CORE	Prepare immigration and naturalization documents
E4	CORE	Prepare legal statistical/data reports
E4	NON-CORE	Prepare liberty risk program documents
E4	CORE	Prepare motions and pleadings
E5	CORE	Prepare Non-Judicial Punishment (NJP) appeal endorsements
E4	CORE	Prepare Non-Judicial Punishment (NJP) notification forms
E4	CORE	Prepare post Non-Judicial Punishment (NJP) documents
E5	CORE	Prepare post-trial Summary Courts-Martial (SCM) documents
E5	CORE	Prepare pre-trial agreements
E4	CORE	Prepare Report and Disposition of Offenses (NAVPERS 1626/7)
E4	CORE	Prepare restriction and extra duty orders
E5	CORE	Prepare search and seizure documents
E5	CORE	Prepare separations in lieu of trial by court-martial requests
E6	CORE	Prepare Staff Judge Advocate Recommendations (SJAR)
E6	CORE	Process Freedom of Information Act (FOIA) requests
E4	CORE	Process letters of indebtedness
E4	CORE	Produce official transcripts of formal proceedings

LEGAL RESEARCH AND INVESTIGATION

Paygrade	Task Type	Task Statements
E5	CORE	Advise suspects of Article 31 Uniform Code of Military Justice (UCMJ) rights
E5	CORE	Conduct claims investigations
E4	NON-CORE	Conduct client conflict checks
E6	CORE	Conduct command investigations
E7	CORE	Conduct inquiries into reports of offenses
E5	CORE	Conduct legal assistance screening interviews
E4	CORE	Conduct legal research

E6	CORE	Conduct Line of Duty (LOD) investigations
E5	CORE	Interview witnesses
E6	CORE	Investigate dependent non-support complaints
E6	CORE	Investigate paternity complaints
E5	CORE	Prepare administrative investigation endorsements
E6	CORE	Prepare administrative investigation letters of report
E6	CORE	Process Line of Duty (LOD) investigation reports
E6	CORE	Review administrative investigation reports
E6	CORE	Review claims investigations
E5	CORE	Review criminal investigation reports

PERSONNEL LEGAL SUPPORT

Paygrade	Task Type	Task Statements
E5	CORE	Conduct administrative separation processing counseling
E5	NON-CORE	Conduct Board of Corrections Naval Review (BCNR) counseling
E5	NON-CORE	Conduct immigration and naturalization counseling
E6	NON-CORE	Conduct indebtedness counseling
E6	CORE	Conduct outreach services (e.g. waterfront briefs, pre-deployment briefs, etc.)
E7	CORE	Coordinate delivery of personnel to foreign authorities
E5	CORE	Coordinate preventive law program roadshows
E6	CORE	Coordinate ships' return to home port customs clearance
E6	CORE	Counsel victims/witnesses regarding legal rights and resources available
E4	CORE	Perform federal notary duties
E6	CORE	Provide emergency legal services triage
E6	CORE	Provide procedural and regulatory guidance to Command leadership
E6	CORE	Provide Sailor guidance on family support obligations
E6	CORE	Represent command interests as recorder in Administrative Separation (ADSEP) Board proceedings

PROFESSIONAL DEVELOPMENT

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct internal professional development training
E7	CORE	Determine external legal readiness requirements
E5	CORE	Develop preventive law program materials
E5	CORE	Develop training to promote legal readiness
E7	CORE	Identify requirements for internal professional development

Job Title

Law Office Clerk

Job Code

001482

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	LAW OFFICE CLERK	LAW CLERK

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	LN	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Law Office Clerks work under the supervision of attorneys and paralegals to prepare and process legal documents and papers, such as tax forms, legal assistance documents, summonses, subpoenas, complaints, appeals, motions, pleadings, and pretrial agreements; serve as court reporters and provide clerical support for the conduct of administrative investigations; mail, fax, or arrange for delivery of legal correspondence to clients, witnesses, and court officials; receive and place telephone calls, schedule and make appointments, make photocopies of correspondence, documents, and other printed matter; organize and maintain law libraries, correspondence and case files; assist attorneys in collecting information such as employment, medical, and other records; attend legal meetings, such as client interviews, hearings or depositions, take notes, draft and type office memos, review legal publications; and perform data base searches to identify laws and court decisions relevant to pending cases.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Administration	151000	Legal Secretaries	43-6012.00	Office and Administrative Support

Skills	Abilities
Writing	*Deductive Reasoning*
Coordination	*Written Expression*
Critical Thinking	*Information Ordering*
Reading Comprehension	*Written Comprehension*
Management of Material Resources	*Oral Expression*
Speaking	*Inductive Reasoning*
Time Management	*Originality*
Active Listening	*Selective Attention*
Learning Strategies	*Speed of Closure*
Judgment and Decision Making	*Time Sharing*

COURT AND COURT DOCUMENTS

Paygrade	Task Type	Task Statements
E4	CORE	Manage courtroom schedules
E4	CORE	Monitor voice recording equipment that produce official transcripts of formal proceedings
E4	CORE	Prepare courtrooms for trials and hearings
E4	CORE	Provide post-trial confinement support
E5	CORE	Provide subpoena service
E6	CORE	Review motions and pleadings

EVIDENCE COLLECTION AND SAFEGUARDING

Paygrade	Task Type	Task Statements
E4	CORE	Mark exhibits
E5	CORE	Review evidence to determine relevancy and authenticity

LAW OFFICE ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Assemble Special Courts-Martial/General Courts-Martial (SPCM/GCM) Records of Trial (ROT)
E5	CORE	Assemble Summary Courts-Martial (SCM) Records of Trial (ROT)

E4	CORE	Create legal files
E4	CORE	Distribute Records of Trial (ROT)
E4	NON-CORE	Mail serialized correspondence
E4	CORE	Maintain legal directives and publications
E4	CORE	Maintain legal files
E4	CORE	Maintain unit punishment books
E4	CORE	Notify personnel of trial information
E4	CORE	Prepare charge sheets
E4	NON-CORE	Prepare standard naval correspondence
E4	CORE	Process Unauthorized Absentee (UA) paperwork
E4	NON-CORE	Provide notification/service of charges
E4	CORE	Report Sailors' disciplinary findings to personnel support activity

LEGAL DOCUMENT PREPARATION

Paygrade	Task Type	Task Statements
E4	CORE	Draft legal memoranda
E4	CORE	Draft Powers of Attorney (POA)
E4	CORE	Prepare administrative separation documents
E4	CORE	Prepare appointing and convening orders
E4	CORE	Prepare Article 31 Uniform Code of Military Justice (UCMJ) warnings
E4	NON-CORE	Prepare confinement orders
E4	CORE	Prepare drug laboratory report requests
E4	CORE	Prepare findings and sentencing worksheets
E4	CORE	Prepare legal statistical/data reports
E4	NON-CORE	Prepare liberty risk program documents
E4	CORE	Prepare motions and pleadings
E4	CORE	Prepare Non-Judicial Punishment (NJP) notification forms
E4	CORE	Prepare post Non-Judicial Punishment (NJP) documents
E4	CORE	Prepare Report and Disposition of Offenses (NAVPERS 1626/7)
E4	CORE	Prepare restriction and extra duty orders
E4	NON-CORE	Prepare Sailors in deserter status paperwork
E4	NON-CORE	Prepare Unauthorized Absentee (UA) paperwork
E4	CORE	Process letters of indebtedness
E4	CORE	Produce official transcripts of formal proceedings

LEGAL RESEARCH AND INVESTIGATION

Paygrade	Task Type	Task Statements
E5	CORE	Advise suspects of Article 31 Uniform Code of Military Justice (UCMJ) rights
E4	NON-CORE	Conduct client conflict checks
E4	CORE	Conduct legal research

PERSONNEL LEGAL SUPPORT

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct immigration and naturalization counseling
E4	NON-CORE	Conduct Personal Representation (PERSREP) screening interviews
E4	CORE	Perform federal notary duties

PROFESSIONAL DEVELOPMENT

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct internal professional development training
E5	CORE	Develop preventive law program materials
E5	CORE	Develop training to promote legal readiness

CHAPTER 49

MASTER-AT-ARMS
(MA)

NAVPERS 18068-49D
CH-67

Updated: July 2016

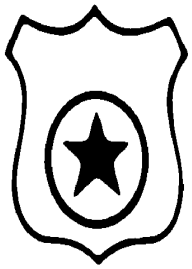
TABLE OF CONTENTS
MASTER-AT-ARMS (MA)

SCOPE OF RATING	MA-3
GENERAL INFORMATION	MA-4
CORRECTIONS SPECIALIST	MA-5
ANTI-TERRORISM/PHYSICAL SECURITY	MA-5
CORRECTIONS AND DETAINEE OPERATIONS	MA-5
LAW ENFORCEMENT OPERATIONS	MA-6
SECURITY OPERATIONS	MA-6
INDEPENDENT DUTY MASTER-AT-ARMS	MA-8
ANTI-TERRORISM/PHYSICAL SECURITY	MA-8
CORRECTIONS AND DETAINEE OPERATIONS	MA-8
LAW ENFORCEMENT OPERATIONS	MA-9
SECURITY OPERATIONS	MA-9
INVESTIGATOR-PROTECTIVE SERVICE SPECIALIST	MA-11
ANTI-TERRORISM/PHYSICAL SECURITY	MA-11
LAW ENFORCEMENT OPERATIONS	MA-12
SECURITY OPERATIONS	MA-12
EXPEDITIONARY SECURITY FORCE SPECIALIST	MA-14
ANTI-TERRORISM/PHYSICAL SECURITY	MA-14
CORRECTIONS AND DETAINEE OPERATIONS	MA-14
LAW ENFORCEMENT OPERATIONS	MA-15
SECURITY OPERATIONS	MA-15
SECURITY FORCE SPECIALIST	MA-18
ANTI-TERRORISM/PHYSICAL SECURITY	MA-18
CORRECTIONS AND DETAINEE OPERATIONS	MA-18
LAW ENFORCEMENT OPERATIONS	MA-19
SECURITY OPERATIONS	MA-19
TRAINER-PLANNER	MA-22
ANTI-TERRORISM/PHYSICAL SECURITY	MA-22
CORRECTIONS AND DETAINEE OPERATIONS	MA-23
LAW ENFORCEMENT OPERATIONS	MA-23
SECURITY OPERATIONS	MA-24

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

MASTER-AT-ARMS (MA)



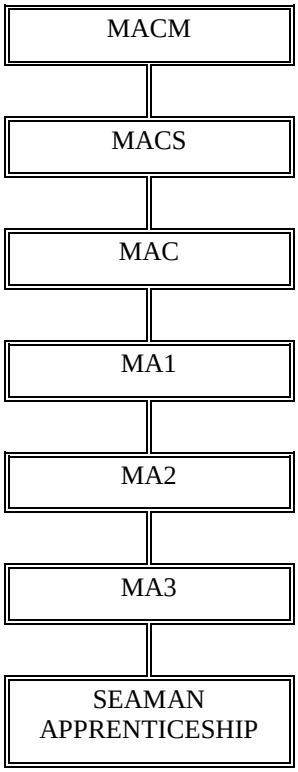
SCOPE OF RATING

Master-At-Arms (MA) provide waterborne and land security, aircraft and flight line security, strategic weapons and cargo security, maritime security and platform protection; conduct customs operations, corrections operations, detainee operations, and protective service operations; perform force protection, physical security and law enforcement; organize and train personnel in force protection, physical security, law enforcement, and weapons proficiency; develop plans for physical security and force protection enhancement of Navy bases, installations, property, and personnel; and assist commands in conducting terrorist threat analysis and implementing defensive measures.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 49.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

SPECIAL PHYSICAL REQUIREMENTS
Currently have passed last two PRT cycles; have normal color perception, vision correction to 20/20 and normal hearing; no history of mental impairment or disorder, emotional instability, alcoholism, drug abuse, or other physical condition that impairs the performance of law enforcement and security duties.

CITIZENSHIP/SECURITY REQUIREMENTS
Must be eligible for access to classified information; must be a U.S. Citizen or Naturalized Citizen; must obtain a secret clearance; must be world wide assignable IAW MILPERSMAN 1440-010

OTHER REQUIREMENTS
Must have valid U.S. Driver license; must not have any domestic violence convictions (non-waiverable).

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Corrections Specialist 001487

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Protective Service	TBD	CORRECTIONS SPECIALIST	CORRCTNS SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MA	NEC 2008

Job Description

Corrections Specialists complete and review applicable forms and reports; process awardees, detainees, and prisoners; process and manage enemy prisoners of war; counsel awardees/prisoners; conduct searches and inspections; utilize weapons and equipment; manage personnel; work with other agencies; plan and conduct security force drills; train security forces; conduct preliminary investigations; collect and process evidence; respond to alarms and incidents; manage prisoner work details and daily routines; test and monitor security systems; manage physical security operations; operate control center; release personnel; submit reports; and enforce all applicable rules, regulations, and laws within jurisdiction.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Corrections	183100	Correctional Officers and Jailers	33-3012.00	Protective Service

Skills	Abilities
Speaking	*Oral Expression*
Coordination	*Deductive Reasoning*
Monitoring	*Spatial Orientation*
Judgment and Decision Making	*Inductive Reasoning*
Social Perceptiveness	*Problem Sensitivity*
Active Listening	*Finger Dexterity*
Equipment Selection	*Manual Dexterity*
Management of Personnel Resources	*Oral Comprehension*
Management of Material Resources	*Information Ordering*
Operation and Control	*Written Expression*

ANTI-TERRORISM/PHYSICAL SECURITY

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Anti-Terrorism (AT) assessments
E4	CORE	Conduct surveillance detection
E4	CORE	Control security lighting equipment
E4	CORE	Detect Improvised Explosive Devices (IED)
E4	CORE	Perform biometric data collection

CORRECTIONS AND DETAINEE OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct case presentations
E5	NON-CORE	Conduct corrections and detainee guard training
E4	NON-CORE	Conduct inspections and shakedowns of prison and detention areas
E4	NON-CORE	Conduct prisoner and detainee cell extractions
E5	NON-CORE	Conduct prisoner or detainee interview and counseling
E5	NON-CORE	Lead prisoner physical fitness training program
E6	NON-CORE	Manage corrections and detainee unit programs
E4	NON-CORE	Perform prisoner and detainee control center functions
E4	NON-CORE	Perform prisoner and detainee riot control

CORRECTIONS AND DETAINEE OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Perform prisoner counts
E4	NON-CORE	Process prisoners and detainees for confinement, detention, and release
E5	NON-CORE	Select prisoner behavior profile managing strategy
E5	NON-CORE	Supervise prisoner and detainee movements and activities

LAW ENFORCEMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Advise suspects of acknowledgement and waiver of rights
E4	CORE	Apprehend military suspects
E4	CORE	Conduct suspect interviews and interrogations
E4	CORE	Conduct suspect pursuits
E4	CORE	Conduct victim and witness interviews
E6	CORE	Coordinate inter-agency responses
E4	CORE	Perform crowd control
E4	CORE	Perform personnel searches
E4	CORE	Preserve crime scenes
E4	CORE	Process evidence and contraband
E4	CORE	Provide testimonies for official proceedings

SECURITY OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer first aid and basic life support
E5	CORE	Advise forces on implementation of the Standing Rules for the Use of Force (SRUF)
E4	CORE	Apply restraint devices
E4	CORE	Apply use of force continuum
E6	CORE	Approve security reports and documents
E4	CORE	Complete security reports and documents
E4	CORE	Conduct craft, vehicle, personnel, aircraft, and baggage inspections
E5	CORE	Conduct guardmount
E6	CORE	Conduct Navy Security Forces (NSF) group-paced classroom and laboratory instruction
E6	CORE	Conduct physical security surveys
E4	CORE	Conduct prisoner and detainee escorts and transports
E4	CORE	Conduct radio communications
E5	CORE	Conduct security briefs and debriefs
E5	CORE	Conduct security drills
E4	CORE	Conduct security escorts and transports
E6	CORE	Conduct security exercises
E4	CORE	Conduct security inspections and searches

SECURITY OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct security inventories
E4	CORE	Conduct security patrols
E4	CORE	Conduct security perimeter inspections
E7	CORE	Conduct security post requirements and manning assessments
E4	CORE	Conduct security post turnovers
E5	CORE	Conduct security training
E5	CORE	Conduct small arms training
E4	CORE	Conduct tactical entries
E4	CORE	Conduct traffic control
E4	CORE	Deploy non-lethal weapons
E4	CORE	Deploy screening and detection equipment
E4	CORE	Detain personnel
E6	CORE	Develop security supporting policy and guidance
E4	CORE	Direct Reactionary Force (RF) members to fields of fire
E5	CORE	Establish entry control points
E7	CORE	Establish post orders
E4	CORE	Establish security perimeters
E5	CORE	Evaluate security programs
E5	CORE	Evaluate security training
E4	CORE	Lead Reactionary Force (RF) team movements
E4	CORE	Make description of a person, vehicle, watercraft, or aircraft
E5	CORE	Manage qualification programs
E7	CORE	Manage security programs
E4	CORE	Operate crew served weapons
E4	CORE	Operate small arms
E4	CORE	Perform equipment pre/post operational checks
E4	CORE	Perform security communications
E4	CORE	Perform tactical team operations
E4	CORE	Perform threat detection via Electronic Security System (ESS) equipment
E4	CORE	Respond to external and internal threats
E4	CORE	Verify identification credentials and documents

Job Title **Job Code**

Independent Duty Master-at-Arms 001492

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Protective Service	TBD	INDEPENDENT DUTY MASTER-AT-ARM	ID MAA

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MA	NECs 2001, 9501

Job Description

Independent Duty Master-At-Arms serve as primary assistant to the Command Antiterrorism Officer; train and conduct assessment of command sentries and security reaction force personnel; assist the Commanding Officer in maintaining good order and discipline within the command; manage security force training plans; review, analyze, and plan security and antiterrorism requirements; utilize weapons and equipment; complete applicable forms and reports; manage personnel; work with other agencies; maintain training records; conduct vulnerability assessments; conduct briefings; analyze intelligence; tactically deploy security assets to neutralize threats; conduct investigations, process crime scenes; conduct interviews and interrogations; process and preserve evidence; process suspects; conduct bailiff duties; write force protection plans, instructions, post orders, and standard operating procedures; manage command physical security programs; manage command law enforcement programs; manage command antiterrorism; manage military customs inspection programs; and transport prisoners and detainees.

DoD Relationship

Group Title	*DoD Code*
Law Enforcement, General	183000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Detectives and Criminal Investigators	33-3021.00	Protective Service

Skills	Abilities
Speaking	*Deductive Reasoning*
Coordination	*Oral Expression*
Monitoring	*Spatial Orientation*
Judgment and Decision Making	*Inductive Reasoning*
Management of Material Resources	*Written Expression*
Management of Personnel Resources	*Manual Dexterity*
Operation and Control	*Problem Sensitivity*
Social Perceptiveness	*Written Comprehension*
Active Listening	*Finger Dexterity*
Equipment Selection	*Information Ordering*

ANTI-TERRORISM/PHYSICAL SECURITY

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Anti-Terrorism (AT) assessments
E4	CORE	Conduct surveillance detection
E4	CORE	Control security lighting equipment
E4	CORE	Detect Improvised Explosive Devices (IED)
E7	NON-CORE	Develop Anti-Terrorism (AT) plans
E7	NON-CORE	Manage Anti-Terrorism (AT) programs
E4	CORE	Perform biometric data collection

CORRECTIONS AND DETAINEE OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct corrections and detainee guard training
E4	NON-CORE	Conduct inspections and shakedowns of prison and detention areas
E6	NON-CORE	Manage corrections and detainee unit programs
E4	CORE	Perform prisoner counts
E4	NON-CORE	Process prisoners and detainees for confinement, detention, and release
E5	NON-CORE	Supervise prisoner and detainee movements and activities

LAW ENFORCEMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer breathalyzer tests
E4	CORE	Advise suspects of acknowledgement and waiver of rights
E4	CORE	Apprehend military suspects
E4	NON-CORE	Conduct criminal investigations
E5	NON-CORE	Conduct subject lineups
E4	CORE	Conduct suspect interviews and interrogations
E4	CORE	Conduct suspect pursuits
E4	CORE	Conduct victim and witness interviews
E6	CORE	Coordinate inter-agency responses
E4	CORE	Perform crowd control
E4	CORE	Perform personnel searches
E4	CORE	Preserve crime scenes
E4	CORE	Process evidence and contraband
E4	CORE	Provide testimonies for official proceedings
E4	CORE	Supervise restricted, extra duty, and Restriction in Lieu of Arrest (RILA) personnel

SECURITY OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer first aid and basic life support
E5	CORE	Advise forces on implementation of the Standing Rules for the Use of Force (SRUF)
E4	CORE	Apply restraint devices
E4	CORE	Apply use of force continuum
E6	CORE	Approve security reports and documents
E4	CORE	Complete security reports and documents
E4	NON-CORE	Conduct approach and visit boardings
E4	CORE	Conduct craft, vehicle, personnel, aircraft, and baggage inspections
E5	CORE	Conduct crew served weapons training
E5	CORE	Conduct guardmount
E6	CORE	Conduct Navy Security Forces (NSF) group-paced classroom and laboratory instruction
E6	CORE	Conduct physical security surveys
E4	CORE	Conduct prisoner and detainee escorts and transports
E4	CORE	Conduct radio communications
E5	CORE	Conduct security briefs and debriefs
E5	CORE	Conduct security drills
E4	CORE	Conduct security escorts and transports
E6	CORE	Conduct security exercises

SECURITY OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct security inspections and searches
E4	CORE	Conduct security inventories
E4	CORE	Conduct security patrols
E4	CORE	Conduct security perimeter inspections
E7	CORE	Conduct security post requirements and manning assessments
E4	CORE	Conduct security post turnovers
E5	CORE	Conduct security training
E5	CORE	Conduct small arms training
E4	CORE	Conduct tactical entries
E4	CORE	Conduct tactical movements
E4	CORE	Conduct traffic control
E4	CORE	Deploy non-lethal weapons
E4	CORE	Deploy screening and detection equipment
E4	CORE	Detain personnel
E6	CORE	Develop security supporting policy and guidance
E4	CORE	Direct Reactionary Force (RF) members to fields of fire
E5	CORE	Establish entry control points
E7	CORE	Establish post orders
E4	CORE	Establish security perimeters
E5	CORE	Evaluate security programs
E5	CORE	Evaluate security training
E4	CORE	Lead Reactionary Force (RF) team movements
E4	CORE	Make description of a person, vehicle, watercraft, or aircraft
E5	CORE	Manage qualification programs
E7	CORE	Manage security programs
E4	CORE	Operate crew served weapons
E4	CORE	Operate small arms
E4	CORE	Perform equipment pre/post operational checks
E4	CORE	Perform security communications
E4	CORE	Perform tactical team operations
E4	CORE	Pilot security boats
E4	CORE	Respond to external and internal threats
E4	CORE	Verify identification credentials and documents

Job Title **Job Code**

Investigator-Protective Service Specialist 001497

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Protective Service	TBD	INVEST-PROTECT SERV SPECIALIST	IN PROSRV SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MA	NECs 2002, 2009

Job Description

Investigator-Protective Service Specialists review and analyze reports; secure crime scenes and conduct crime scene analysis; collect, analyze, process and store evidence; respond to crimes; conduct interviews and interrogations; work with other agencies; manage and utilize confidential informants; complete applicable forms; test suspected narcotics; submit evidence for forensic tests; conduct surveillance and counter surveillance operations; conduct plain clothes operations; plan and perform investigative raids; utilize weapons and equipment; store investigative forms, notes, and reports; test and monitor security systems; review, plan, and analyze security and crises management capability of an activity; conduct mission planning and briefings, conduct entry control inspections; provide testimony at official proceedings; inspect buildings and travel routes; operate vehicles; direct security personnel; provide security for assets during transit in high threat/combat environments; protect assigned personnel; conduct proactive mounted and dismounted non-tactical patrols; act as a visible deterrent; and respond to emergency and non-emergency situations to include preliminary responses.

DoD Relationship

Group Title	*DoD Code*
Law Enforcement, General	183000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Detectives and Criminal Investigators	33-3021.00	Protective Service

Skills	Abilities
Coordination	*Oral Expression*
Speaking	*Deductive Reasoning*
Judgment and Decision Making	*Spatial Orientation*
Monitoring	*Control Precision*
Equipment Selection	*Manual Dexterity*
Operation and Control	*Oral Comprehension*
Active Listening	*Finger Dexterity*
Management of Personnel Resources	*Inductive Reasoning*
Social Perceptiveness	*Information Ordering*
Management of Material Resources	*Problem Sensitivity*

ANTI-TERRORISM/PHYSICAL SECURITY

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Anti-Terrorism (AT) assessments
E5	NON-CORE	Conduct personnel Protective Service Detail (PSD) convoy operations
E4	CORE	Conduct surveillance detection
E4	CORE	Control security lighting equipment
E5	NON-CORE	Coordinate Protective Service Detail (PSD) assignments
E4	CORE	Detect Improvised Explosive Devices (IED)
E4	CORE	Perform biometric data collection
E4	NON-CORE	Perform surveillance operations
E5	NON-CORE	Survey travel routes for Protective Service Details (PSD)

LAW ENFORCEMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Advise suspects of acknowledgement and waiver of rights
E4	CORE	Apprehend military suspects
E4	NON-CORE	Conduct criminal investigations
E5	NON-CORE	Conduct subject lineups
E4	CORE	Conduct suspect interviews and interrogations
E4	CORE	Conduct suspect pursuits
E4	CORE	Conduct victim and witness interviews
E6	CORE	Coordinate inter-agency responses
E4	CORE	Drive emergency vehicles
E4	CORE	Perform crowd control
E4	CORE	Perform personnel searches
E4	CORE	Preserve crime scenes
E4	CORE	Process evidence and contraband
E4	CORE	Provide testimonies for official proceedings

SECURITY OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Administer combat first aid
E4	CORE	Administer first aid and basic life support
E5	CORE	Advise forces on implementation of the Standing Rules for the Use of Force (SRUF)
E4	CORE	Apply restraint devices
E4	CORE	Apply use of force continuum
E6	CORE	Approve security reports and documents
E4	CORE	Complete security reports and documents
E4	CORE	Conduct craft, vehicle, personnel, aircraft, and baggage inspections
E5	CORE	Conduct crew served weapons training
E5	CORE	Conduct guardmount
E6	CORE	Conduct Navy Security Forces (NSF) group-paced classroom and laboratory instruction
E6	CORE	Conduct physical security surveys
E4	CORE	Conduct prisoner and detainee escorts and transports
E4	CORE	Conduct radio communications
E5	CORE	Conduct security briefs and debriefs
E5	CORE	Conduct security drills

SECURITY OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct security escorts and transports
E6	CORE	Conduct security exercises
E4	CORE	Conduct security inspections and searches
E4	CORE	Conduct security inventories
E4	CORE	Conduct security patrols
E4	CORE	Conduct security perimeter inspections
E7	CORE	Conduct security post requirements and manning assessments
E4	CORE	Conduct security post turnovers
E5	CORE	Conduct security training
E5	CORE	Conduct small arms training
E4	CORE	Conduct tactical entries
E4	CORE	Conduct tactical movements
E4	CORE	Conduct traffic control
E4	CORE	Deploy non-lethal weapons
E4	CORE	Deploy screening and detection equipment
E4	CORE	Detain personnel
E6	CORE	Develop security supporting policy and guidance
E4	CORE	Direct Reactionary Force (RF) members to fields of fire
E7	CORE	Establish post orders
E4	CORE	Establish security perimeters
E5	CORE	Evaluate security programs
E5	CORE	Evaluate security training
E4	CORE	Lead Reactionary Force (RF) team movements
E4	CORE	Make description of a person, vehicle, watercraft, or aircraft
E5	CORE	Manage qualification programs
E7	CORE	Manage security programs
E4	CORE	Operate crew served weapons
E4	CORE	Operate small arms
E4	CORE	Perform equipment pre/post operational checks
E4	NON-CORE	Perform land navigations
E4	CORE	Perform security communications
E4	NON-CORE	Perform Survival, Evasion, Resistance and Escape (SERE)
E4	CORE	Perform tactical team operations
E4	CORE	Perform threat detection via Electronic Security System (ESS) equipment
E4	CORE	Respond to external and internal threats
E4	CORE	Verify identification credentials and documents

Job Title **Job Code**

Expeditionary Security Force Specialist 001504

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Protective Service	TBD	EXPEDTONRY SCTY FORCE SPECIAL	XPD SCTY FORCE

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MA	NECs 0190, 0812, 0814, 2003, 2004, 90CS, 90IE, 90IF, 90MS, 9501

Job Description

Expeditionary Security Force Specialists provide, develop, and implement security plans and measures for deploying units to include entry control points and perimeter security; provide security for assets during military transits in high threat/combat environments; provide waterborne vessel screening and security for insertion and extractions to include sensitive site exploitation, cache sweeps, combat patrols, and Visit, Board, Search and Seizures (VBSS); conduct proactive mounted and dismounted tactical patrols; provide maritime security for aircraft carriers and submarines in ports and in restricted waterways as well as for Embarked Security Teams (ESTs) onboard Military Sealift Command (MSC) vessels and other high value merchant ships; conduct patrols, inspections, and searches; defend personnel and physical assets within an installation perimeter; detect and deter all potential threats within a jurisdiction; control access of personnel and vehicles; provide worldwide point defense security operations in areas where organic security is deficient to include airfields and air assets ("Raven"); maintain the Arms Ammunition & Explosives (AA&E) programs; train, qualify, and operate weapons in a safe and effective manner; perform surveillance detection to ascertain possible covert surveillance conducted on assets; handle, process, move, and house personnel classified by higher authority as enemy combatants; properly receive and release detainees and prisoners within the brig and correctional custody environments; and maintain positive control and security of all detainees and prisoners during movements while housed.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Law Enforcement, General	183000	Security Guards	33-9032.00	Protective Service

Skills	Abilities
Coordination	*Deductive Reasoning*
Speaking	*Oral Expression*
Monitoring	*Control Precision*
Judgment and Decision Making	*Spatial Orientation*
Operation and Control	*Inductive Reasoning*
Equipment Selection	*Problem Sensitivity*
Social Perceptiveness	*Finger Dexterity*
Active Listening	*Information Ordering*
Critical Thinking	*Manual Dexterity*
Management of Personnel Resources	*Time Sharing*

ANTI-TERRORISM/PHYSICAL SECURITY

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Anti-Terrorism (AT) assessments
E4	CORE	Conduct surveillance detection
E4	CORE	Control security lighting equipment
E4	CORE	Detect Improvised Explosive Devices (IED)
E4	CORE	Perform biometric data collection
E4	NON-CORE	Perform surveillance operations

CORRECTIONS AND DETAINEE OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct corrections and detainee guard training
E4	NON-CORE	Conduct inspections and shakedowns of prison and detention areas
E4	CORE	Perform prisoner counts
E4	NON-CORE	Process prisoners and detainees for confinement, detention, and release
E5	NON-CORE	Supervise prisoner and detainee movements and activities

LAW ENFORCEMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Advise suspects of acknowledgement and waiver of rights
E4	CORE	Apprehend military suspects
E4	CORE	Conduct suspect interviews and interrogations
E4	CORE	Conduct suspect pursuits
E4	CORE	Conduct victim and witness interviews
E6	CORE	Coordinate inter-agency responses
E4	CORE	Drive emergency vehicles
E4	CORE	Perform crowd control
E4	CORE	Perform personnel searches
E4	CORE	Preserve crime scenes
E4	CORE	Process evidence and contraband
E4	CORE	Provide testimonies for official proceedings

SECURITY OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Administer combat first aid
E4	CORE	Administer first aid and basic life support
E5	CORE	Advise forces on implementation of the Standing Rules for the Use of Force (SRUF)
E4	CORE	Apply restraint devices
E4	CORE	Apply use of force continuum
E6	CORE	Approve security reports and documents
E4	CORE	Complete security reports and documents
E4	NON-CORE	Conduct approach and visit boardings
E4	NON-CORE	Conduct craft towing
E4	CORE	Conduct craft, vehicle, personnel, aircraft, and baggage inspections
E5	CORE	Conduct crew served weapons training
E4	NON-CORE	Conduct expeditionary convoy operations
E5	CORE	Conduct guardmount
E6	CORE	Conduct Navy Security Forces (NSF) group-paced classroom and laboratory instruction
E6	CORE	Conduct physical security surveys
E4	CORE	Conduct prisoner and detainee escorts and transports
E4	CORE	Conduct radio communications
E5	CORE	Conduct security briefs and debriefs
E5	CORE	Conduct security drills
E4	CORE	Conduct security escorts and transports
E6	CORE	Conduct security exercises
E4	CORE	Conduct security inspections and searches

SECURITY OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct security inventories
E4	CORE	Conduct security patrols
E4	CORE	Conduct security perimeter inspections
E7	CORE	Conduct security post requirements and manning assessments
E4	CORE	Conduct security post turnovers
E5	CORE	Conduct security training
E5	CORE	Conduct small arms training
E4	CORE	Conduct tactical entries
E4	NON-CORE	Conduct Tactical Evacuations (TACEVAC)
E4	CORE	Conduct tactical movements
E4	CORE	Conduct traffic control
E4	NON-CORE	Conduct waterborne barrier operations
E4	NON-CORE	Deploy field combat equipment
E4	CORE	Deploy non-lethal weapons
E4	CORE	Deploy screening and detection equipment
E4	CORE	Detain personnel
E6	CORE	Develop security supporting policy and guidance
E4	CORE	Direct Reactionary Force (RF) members to fields of fire
E4	NON-CORE	Employ grenades and other explosives
E4	NON-CORE	Employ Military Working Dog (MWD)
E4	NON-CORE	Enforce Limited Access Areas (LAA)
E5	CORE	Establish entry control points
E7	CORE	Establish post orders
E4	CORE	Establish security perimeters
E5	CORE	Evaluate security programs
E5	CORE	Evaluate security training
E4	CORE	Lead Reactionary Force (RF) team movements
E4	CORE	Make description of a person, vehicle, watercraft, or aircraft
E5	CORE	Manage qualification programs
E7	NON-CORE	Manage security personnel and resources in the Emergency Operation Center (EOC)
E7	CORE	Manage security programs
E4	CORE	Operate crew served weapons
E4	CORE	Operate small arms
E4	CORE	Perform afloat navigation
E4	NON-CORE	Perform craft launches and recoveries
E4	CORE	Perform equipment pre/post operational checks

SECURITY OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	NON-CORE	Perform land navigations
E4	NON-CORE	Perform screen and reaction vessel duties
E4	CORE	Perform security communications
E4	NON-CORE	Perform Survival, Evasion, Resistance and Escape (SERE)
E4	CORE	Perform tactical team operations
E4	CORE	Perform threat detection via Electronic Security System (ESS) equipment
E4	CORE	Pilot security boats
E4	NON-CORE	Protect High Value Assets (HVA)
E4	CORE	Respond to external and internal threats
E4	CORE	Verify identification credentials and documents

Job Title **Job Code**

Security Force Specialist 001509

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Protective Service	TBD	SECURITY FORCE SPECIALIST	SCTY FORC SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MA	NECs 0190, 0812, 0814, 2003, 2004, 2005, 2006, 9501

Job Description

Security Force Specialists establish entry control points; conduct access control inspections; review, analyze, and plan security capabilities; conduct assessments; conduct patrols; conduct vessel escorts; utilize weapons and equipment; complete applicable forms and reports; manage personnel; work with other agencies; plan operations; conduct preliminary investigations; collect and process evidence; plan and conduct assault operations; plan and tactically deploy security assets to defeat threats; manage and utilize Military Working Dogs (MWD); operate security vehicles and boats; conduct physical security operations; conduct law enforcement operations; provide testimony at official proceedings; respond to calls for service; identify and establish physical security in domestic and foreign ports for strategic weapons, Naval assets, and facilities; and provide ashore, afloat, and waterborne protection of all personnel, assets, and facilities.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Law Enforcement, General	183000	Police Patrol Officers	33-3051.01	Protective Service

Skills	Abilities
Coordination	*Deductive Reasoning*
Speaking	*Oral Expression*
Monitoring	*Control Precision*
Judgment and Decision Making	*Inductive Reasoning*
Operation and Control	*Spatial Orientation*
Active Listening	*Finger Dexterity*
Equipment Selection	*Manual Dexterity*
Management of Material Resources	*Written Expression*
Complex Problem Solving	*Time Sharing*
Management of Personnel Resources	*Written Comprehension*

ANTI-TERRORISM/PHYSICAL SECURITY

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Anti-Terrorism (AT) assessments
E4	CORE	Conduct surveillance detection
E4	CORE	Control security lighting equipment
E4	CORE	Detect Improvised Explosive Devices (IED)
E7	NON-CORE	Develop Anti-Terrorism (AT) plans
E7	NON-CORE	Manage Anti-Terrorism (AT) programs
E4	CORE	Perform biometric data collection
E4	NON-CORE	Perform surveillance operations

CORRECTIONS AND DETAINEE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Perform prisoner counts

LAW ENFORCEMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer breathalyzer tests
E4	NON-CORE	Administer field sobriety tests
E4	CORE	Advise suspects of acknowledgement and waiver of rights
E4	CORE	Apprehend military suspects
E4	NON-CORE	Conduct criminal investigations
E4	CORE	Conduct suspect interviews and interrogations
E4	CORE	Conduct suspect pursuits
E4	NON-CORE	Conduct traffic accident investigations
E4	CORE	Conduct vehicle stops
E4	CORE	Conduct vehicle suspect extractions
E4	CORE	Conduct victim and witness interviews
E6	CORE	Coordinate inter-agency responses
E4	NON-CORE	Deploy vehicle speed measuring equipment
E4	CORE	Drive emergency vehicles
E6	NON-CORE	Evaluate Military Working Dog (MWD) performance
E4	CORE	Perform crowd control
E4	CORE	Perform personnel searches
E4	CORE	Preserve crime scenes
E4	CORE	Process evidence and contraband
E4	CORE	Provide testimonies for official proceedings
E4	CORE	Supervise restricted, extra duty, and Restriction in Lieu of Arrest (RILA) personnel

SECURITY OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer first aid and basic life support
E5	CORE	Advise forces on implementation of the Standing Rules for the Use of Force (SRUF)
E4	CORE	Apply restraint devices
E4	CORE	Apply use of force continuum
E6	CORE	Approve security reports and documents
E4	CORE	Complete security reports and documents
E4	NON-CORE	Conduct approach and visit boardings
E4	NON-CORE	Conduct craft towing
E4	CORE	Conduct craft, vehicle, personnel, aircraft, and baggage inspections
E5	CORE	Conduct crew served weapons training
E5	CORE	Conduct guardmount
E6	CORE	Conduct Navy Security Forces (NSF) group-paced classroom and laboratory instruction

SECURITY OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E6	CORE	Conduct physical security surveys
E4	CORE	Conduct prisoner and detainee escorts and transports
E4	CORE	Conduct radio communications
E5	CORE	Conduct security briefs and debriefs
E5	CORE	Conduct security drills
E4	CORE	Conduct security escorts and transports
E6	CORE	Conduct security exercises
E4	CORE	Conduct security inspections and searches
E4	CORE	Conduct security inventories
E4	CORE	Conduct security patrols
E4	CORE	Conduct security perimeter inspections
E7	CORE	Conduct security post requirements and manning assessments
E4	CORE	Conduct security post turnovers
E5	CORE	Conduct security training
E5	CORE	Conduct small arms training
E4	CORE	Conduct tactical entries
E4	CORE	Conduct tactical movements
E4	CORE	Conduct traffic control
E4	NON-CORE	Conduct waterborne barrier operations
E4	CORE	Deploy non-lethal weapons
E4	CORE	Deploy screening and detection equipment
E4	CORE	Detain personnel
E6	CORE	Develop security supporting policy and guidance
E4	CORE	Direct Reactionary Force (RF) members to fields of fire
E4	NON-CORE	Employ grenades and other explosives
E4	NON-CORE	Employ Military Working Dog (MWD)
E4	NON-CORE	Enforce Limited Access Areas (LAA)
E5	CORE	Establish entry control points
E7	CORE	Establish post orders
E4	CORE	Establish security perimeters
E5	CORE	Evaluate security programs
E5	CORE	Evaluate security training
E4	CORE	Lead Reactionary Force (RF) team movements
E4	CORE	Make description of a person, vehicle, watercraft, or aircraft
E5	NON-CORE	Manage Military Working Dog (MWD) teams
E5	CORE	Manage qualification programs

SECURITY OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E7	NON-CORE	Manage security personnel and resources in the Emergency Operation Center (EOC)
E7	CORE	Manage security programs
E4	CORE	Operate crew served weapons
E4	CORE	Operate small arms
E4	CORE	Perform afloat navigation
E4	NON-CORE	Perform as a decoy in patrol dog training
E4	NON-CORE	Perform craft launches and recoveries
E4	CORE	Perform equipment pre/post operational checks
E4	NON-CORE	Perform first aid to Military Working Dogs (MWD)
E4	NON-CORE	Perform screen and reaction vessel duties
E4	CORE	Perform security communications
E4	NON-CORE	Perform Survival, Evasion, Resistance and Escape (SERE)
E4	CORE	Perform tactical team operations
E4	CORE	Perform threat detection via Electronic Security System (ESS) equipment
E4	CORE	Pilot security boats
E4	NON-CORE	Protect High Value Assets (HVA)
E4	CORE	Respond to external and internal threats
E4	CORE	Verify identification credentials and documents

Job Title
Trainer-Planner

Job Code
001514

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Management	TBD	TRAINER-PLANNER	TRAIN-PLANNER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MA	NECs 0812, 0814, 2001, 2004, 9501, 9502

Job Description
Trainer-Planners manage training plans; develop, update, and manage curriculum; manage field training officer program; manage Personnel Qualification System (PQS) program; plan, conduct, and assess security force drills; evaluate student progress; train forces in use of weapons and equipment; coordinate training and security planning with other services and agencies; train security forces; submit reports; conduct security planning and briefings; manage security force training records; manage antiterrorism training team and participate in integrated training team; administer tests; monitor unit exercises; inspect command security and antiterrorism programs; review, plan, and analyze security and crises management capabilities of an activity; plan and develop entry control inspections; plan surveillance detection procedures; analyze intelligence; conduct assessments; operate budgets; evaluate security requirements for new construction; develop standard operating procedures, post orders, and memoranda of agreement/understanding; and manage manpower and equipment requirements.

DoD Relationship

Group Title	*DoD Code*
Law Enforcement, General	183000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Training and Development Managers	11-3131.00	Management

Skills	Abilities
Speaking	*Deductive Reasoning*
Coordination	*Oral Expression*
Monitoring	*Spatial Orientation*
Judgment and Decision Making	*Control Precision*
Equipment Selection	*Inductive Reasoning*
Operation and Control	*Oral Comprehension*
Active Listening	*Finger Dexterity*
Management of Material Resources	*Problem Sensitivity*
Management of Personnel Resources	*Manual Dexterity*
Complex Problem Solving	*Written Expression*

ANTI-TERRORISM/PHYSICAL SECURITY

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Anti-Terrorism (AT) assessments
E5	NON-CORE	Conduct personnel Protective Service Detail (PSD) convoy operations
E4	CORE	Conduct surveillance detection
E4	CORE	Control security lighting equipment
E5	NON-CORE	Coordinate Protective Service Detail (PSD) assignments
E4	CORE	Detect Improvised Explosive Devices (IED)
E7	NON-CORE	Develop Anti-Terrorism (AT) plans
E7	NON-CORE	Manage Anti-Terrorism (AT) programs
E4	CORE	Perform biometric data collection
E4	NON-CORE	Perform surveillance operations
E5	NON-CORE	Survey travel routes for Protective Service Details (PSD)

CORRECTIONS AND DETAINEE OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct case presentations
E5	NON-CORE	Conduct corrections and detainee guard training
E4	NON-CORE	Conduct inspections and shakedowns of prison and detention areas
E4	NON-CORE	Conduct prisoner and detainee cell extractions
E5	NON-CORE	Conduct prisoner or detainee interview and counseling
E5	NON-CORE	Lead prisoner physical fitness training program
E6	NON-CORE	Manage corrections and detainee unit programs
E4	NON-CORE	Perform prisoner and detainee control center functions
E4	NON-CORE	Perform prisoner and detainee riot control
E4	CORE	Perform prisoner counts
E4	NON-CORE	Process prisoners and detainees for confinement, detention, and release
E5	NON-CORE	Select prisoner behavior profile managing strategy
E5	NON-CORE	Supervise prisoner and detainee movements and activities

LAW ENFORCEMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Administer breathalyzer tests
E4	NON-CORE	Administer field sobriety tests
E4	CORE	Advise suspects of acknowledgement and waiver of rights
E4	CORE	Apprehend military suspects
E4	NON-CORE	Conduct criminal investigations
E5	NON-CORE	Conduct subject lineups
E4	CORE	Conduct suspect interviews and interrogations
E4	CORE	Conduct suspect pursuits
E4	NON-CORE	Conduct traffic accident investigations
E4	CORE	Conduct vehicle stops
E4	CORE	Conduct vehicle suspect extractions
E4	CORE	Conduct victim and witness interviews
E6	CORE	Coordinate inter-agency responses
E4	NON-CORE	Deploy vehicle speed measuring equipment
E4	CORE	Drive emergency vehicles
E6	NON-CORE	Evaluate Military Working Dog (MWD) performance
E4	CORE	Perform crowd control
E4	CORE	Perform personnel searches
E4	CORE	Preserve crime scenes
E4	CORE	Process evidence and contraband
E4	CORE	Provide testimonies for official proceedings

LAW ENFORCEMENT OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Supervise restricted, extra duty, and Restriction in Lieu of Arrest (RILA) personnel

SECURITY OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Administer combat first aid
E4	CORE	Administer first aid and basic life support
E5	CORE	Advise forces on implementation of the Standing Rules for the Use of Force (SRUF)
E4	CORE	Apply restraint devices
E4	CORE	Apply use of force continuum
E6	CORE	Approve security reports and documents
E4	CORE	Complete security reports and documents
E4	NON-CORE	Conduct approach and visit boardings
E4	NON-CORE	Conduct craft towing
E4	CORE	Conduct craft, vehicle, personnel, aircraft, and baggage inspections
E5	CORE	Conduct crew served weapons training
E4	NON-CORE	Conduct expeditionary convoy operations
E5	CORE	Conduct guardmount
E6	CORE	Conduct Navy Security Forces (NSF) group-paced classroom and laboratory instruction
E6	CORE	Conduct physical security surveys
E4	CORE	Conduct prisoner and detainee escorts and transports
E4	CORE	Conduct radio communications
E5	CORE	Conduct security briefs and debriefs
E5	CORE	Conduct security drills
E4	CORE	Conduct security escorts and transports
E6	CORE	Conduct security exercises
E4	CORE	Conduct security inspections and searches
E4	CORE	Conduct security inventories
E4	CORE	Conduct security patrols
E4	CORE	Conduct security perimeter inspections
E7	CORE	Conduct security post requirements and manning assessments
E4	CORE	Conduct security post turnovers
E5	CORE	Conduct security training
E5	CORE	Conduct small arms training
E4	CORE	Conduct tactical entries
E4	NON-CORE	Conduct Tactical Evacuations (TACEVAC)

SECURITY OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct tactical movements
E4	CORE	Conduct traffic control
E4	NON-CORE	Conduct waterborne barrier operations
E4	NON-CORE	Deploy field combat equipment
E4	CORE	Deploy non-lethal weapons
E4	CORE	Deploy screening and detection equipment
E4	CORE	Detain personnel
E6	CORE	Develop security supporting policy and guidance
E4	CORE	Direct Reactionary Force (RF) members to fields of fire
E4	NON-CORE	Employ grenades and other explosives
E4	NON-CORE	Employ Military Working Dog (MWD)
E4	NON-CORE	Enforce Limited Access Areas (LAA)
E5	CORE	Establish entry control points
E7	CORE	Establish post orders
E4	CORE	Establish security perimeters
E5	CORE	Evaluate security programs
E5	CORE	Evaluate security training
E4	CORE	Lead Reactionary Force (RF) team movements
E4	CORE	Make description of a person, vehicle, watercraft, or aircraft
E5	NON-CORE	Manage Military Working Dog (MWD) teams
E5	CORE	Manage qualification programs
E7	NON-CORE	Manage security personnel and resources in the Emergency Operation Center (EOC)
E7	CORE	Manage security programs
E4	CORE	Operate crew served weapons
E4	CORE	Operate small arms
E4	CORE	Perform afloat navigation
E4	NON-CORE	Perform as a decoy in patrol dog training
E4	NON-CORE	Perform craft launches and recoveries
E4	CORE	Perform equipment pre/post operational checks
E4	NON-CORE	Perform first aid to Military Working Dogs (MWD)
E4	NON-CORE	Perform land navigations
E4	NON-CORE	Perform screen and reaction vessel duties
E4	CORE	Perform security communications
E4	NON-CORE	Perform Survival, Evasion, Resistance and Escape (SERE)
E4	CORE	Perform tactical team operations
E4	CORE	Perform threat detection via Electronic Security System (ESS) equipment

SECURITY OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Pilot security boats
E4	NON-CORE	Protect High Value Assets (HVA)
E4	CORE	Respond to external and internal threats
E4	CORE	Verify identification credentials and documents

CHAPTER 51

MACHINIST'S MATE (MM)

NAVPERS 18068-51G
CH-67

Updated: July 2016

TABLE OF CONTENTS
MACHINIST'S MATE (MM)

SCOPE OF RATING	MM-3
GENERAL INFORMATION	MM-4
STEAM PLANT AUXILIARY SYSTEMS MAINTAINER	MM-5
LABORATORY MANAGEMENT	MM-5
MECHANICAL SYSTEMS MAINTENANCE	MM-5
MECHANICAL SYSTEMS OPERATION	MM-8
POLLUTION CONTROL	MM-9
TECHNICAL ADMINISTRATION	MM-9
STEAM PLANT AUXILIARY SYSTEMS TECHNICIAN	MM-10
ENGINEERING MANAGEMENT	MM-10
LABORATORY MANAGEMENT	MM-10
MECHANICAL SYSTEMS MAINTENANCE	MM-10
MECHANICAL SYSTEMS OPERATION	MM-11
POLLUTION CONTROL	MM-12
TECHNICAL ADMINISTRATION	MM-12
STEAM PLANT AUXILIARY SYSTEMS MANAGER	MM-13
ENGINEERING MANAGEMENT	MM-13
LABORATORY MANAGEMENT	MM-14
MECHANICAL SYSTEMS MAINTENANCE	MM-14
MECHANICAL SYSTEMS OPERATION	MM-14
POLLUTION CONTROL	MM-14
TECHNICAL ADMINISTRATION	MM-14

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

MACHINIST'S MATE (MM)

SCOPE OF RATING

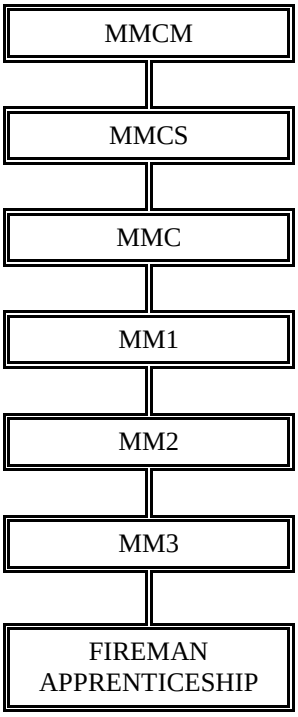
Machinist's Mates (MM) operate, maintain, and repair (organizational and intermediate level) ship propulsion machinery, auxiliary equipment, and outside machinery, such as: steering engine, hoisting machinery, food preparation equipment, refrigeration and air conditioning equipment, windlasses, elevators, and laundry equipment; operate and maintain (organizational and intermediate level) marine boilers, pumps, forced draft blowers, and heat exchangers; perform tests, transfers, and inventory of lubricating oils, fuels, and water; maintain records and reports; and generate and stow industrial gases.

.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 51.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Steam Plant Auxiliary Systems Maintainer 003005

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Production	TBD	STEAM PLANT/AUX SYS MAINTAINER	STEAM SYS MAIN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MM	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Steam Plant Auxiliary Systems Maintainers operate and maintain steam turbines and reduction gears used for ship propulsion and auxiliary machinery such as turbo-generators, pumps, and oil purifiers; maintain auxiliary machinery outside of main machinery spaces, such as electro-hydraulic steering engines and elevators, refrigeration plants, air conditioning systems, desalinization plants (distilling plants), and compressed gas producing plants; align piping systems for oil, water, air, and steam; control the operation of ship boilers and steam turbines used for ship propulsion and service systems; control operation of turbo-generators used to produce electrical power; clean, adjust, test, and perform other preventive maintenance on the ship's boilers, main engines, turbo-generators and other auxiliary machinery including steering engines, elevators, winches, pumps, and associated valves; operate and maintain desalinization plants; maintain refrigeration plants, air conditioning systems, and galley equipment; repair or replacing valves, pumps, heat exchangers, compressors, steam turbines, and hydraulic or pneumatic control devices; and make entries in and analyze machinery operating records and reports. Maintainers work under the supervision of a mentor while learning a trade or skill.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Main Propulsion	165100	Stationary Engineers and Boiler Operators	51-8021.00	Production

Skills	Abilities
Equipment Maintenance	*Manual Dexterity*
Operation Monitoring	*Multi-limb Coordination*
Management of Material Resources	*Problem Sensitivity*
Operation and Control	*Selective Attention*
Equipment Selection	*Visualization*
Systems Evaluation	*Rate Control*
Troubleshooting	*Arm-Hand Steadiness*
Quality Control Analysis	*Information Ordering*
Repairing	*Response Orientation*
Systems Analysis	*Written Expression*

LABORATORY MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Align bilge and stripping pumps
E4	CORE	Align oil and water separator systems
E4	CORE	Align oily waste water systems
E4	CORE	Draw fluid samples
E4	CORE	Inventory oil lab test equipment and chemicals
E4	CORE	Maintain Fuel Oil (FO) transfer systems
E4	CORE	Prepare reagents and chemicals
E4	CORE	Test Fuel Oil (FO) and Lube Oil (LO)

MECHANICAL SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Align air compressors
E5	CORE	Align boilers to steam blanket layup
E4	CORE	Clean auxiliary machinery Lube Oil (LO) sumps
E4	CORE	Clean Forced Draft Blower (FDB) components

MECHANICAL SYSTEMS MAINTENANCE (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Fabricate sealing gaskets
E4	CORE	Maintain air casings
E4	CORE	Maintain air conditioning systems
E4	CORE	Maintain air dryer systems
E4	CORE	Maintain air ejector systems
E4	CORE	Maintain air register assemblies
E4	CORE	Maintain anchor windlasses
E5	CORE	Maintain auxiliary boilers
E4	CORE	Maintain auxiliary cooling water systems
E5	CORE	Maintain auxiliary steam systems
E4	CORE	Maintain bilge and tank stripping systems
E4	CORE	Maintain boat davits
E4	CORE	Maintain boiler firesides
E4	CORE	Maintain boiler fronts
E5	CORE	Maintain boiler internal fittings
E4	CORE	Maintain boiler sliding feet
E4	CORE	Maintain boiler sprayer plates
E5	CORE	Maintain boiler watersides
E4	CORE	Maintain bow and stern ramp and door machinery
E4	CORE	Maintain burner Safety Shut-off Devices (SSD)
E4	CORE	Maintain compressed air systems
E4	CORE	Maintain condensate systems
E4	CORE	Maintain conveyor systems
E4	CORE	Maintain crane equipment
E5	CORE	Maintain diaphragm control valves
E4	CORE	Maintain distillate transfer systems
E4	CORE	Maintain distilling plants
E4	CORE	Maintain dumbwaiter equipment
E4	CORE	Maintain elevator systems
E4	CORE	Maintain emergency shutdown devices
E4	CORE	Maintain engine air systems
E4	CORE	Maintain flange shields
E4	CORE	Maintain Forced Draft Blower (FDB) equipment
E4	CORE	Maintain fresh water drain systems
E4	CORE	Maintain gland seals
E4	CORE	Maintain heat exchangers
E4	CORE	Maintain heating systems
E4	CORE	Maintain hydraulic cargo hatch covers
E4	CORE	Maintain hydraulic systems

MECHANICAL SYSTEMS MAINTENANCE (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Maintain hydrostatic test pumps
E4	CORE	Maintain jacking gears
E4	CORE	Maintain Low Pressure (LP) steam drain systems
E4	CORE	Maintain Lube Oil (LO) transfer systems
E5	CORE	Maintain machinery speed limiting devices
E4	CORE	Maintain main drain systems
E4	CORE	Maintain main Lube Oil (LO) systems
E4	CORE	Maintain manhole and hand-hole seat gaskets
E4	CORE	Maintain mechanical and hydraulic steering gear systems
E4	CORE	Maintain monorail equipment
E5	CORE	Maintain oil purification systems
E4	CORE	Maintain piping systems
E4	CORE	Maintain potable water brominators
E4	CORE	Maintain potable water systems
E4	CORE	Maintain potable water tanks
E4	CORE	Maintain reducing stations
E4	NON-CORE	Maintain refrigerant recovery units
E4	CORE	Maintain secondary drain systems
E4	CORE	Maintain ships whistles
E5	CORE	Maintain soot blowers
E4	CORE	Maintain steering gear system components
E4	CORE	Maintain stern tube components
E4	CORE	Maintain system pumps
E4	CORE	Maintain system valves
E4	CORE	Maintain water heaters
E4	CORE	Maintain winch equipment
E5	CORE	Remove Forced Draft Blower (FDB) components
E4	CORE	Repair galley equipment components
E4	CORE	Repair scullery equipment components
E6	CORE	Repair Ships Service Turbine Generators (SSTG) components
E4	CORE	Replace flexible couplings
E4	CORE	Troubleshoot galley equipment
E4	CORE	Troubleshoot laundry equipment
E5	CORE	Troubleshoot machinery speed limiting devices
E4	CORE	Troubleshoot mess deck equipment
E4	CORE	Troubleshoot reducing stations
E4	CORE	Troubleshoot scullery equipment
E5	CORE	Troubleshoot Ships Service Turbine Generators (SSTG)
E4	CORE	Troubleshoot water heaters

MECHANICAL SYSTEMS MAINTENANCE (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Troubleshoot winch equipment

MECHANICAL SYSTEMS OPERATION

Paygrade	Task Type	Task Statements
E4	CORE	Align air conditioning systems
E4	CORE	Align air dryer systems
E4	CORE	Align air ejector systems
E4	CORE	Align air systems
E4	CORE	Align ameroyal injection systems
E4	CORE	Align auxiliary boilers
E4	CORE	Align auxiliary cooling water systems
E4	CORE	Align auxiliary exhaust systems
E4	CORE	Align auxiliary seawater circulating systems
E4	CORE	Align auxiliary steam systems
E4	CORE	Align ballasting and de-ballasting systems
E4	CORE	Align blowdown systems
E4	CORE	Align Chill Water (CW) systems
E4	CORE	Align condensate pumps
E4	CORE	Align distillate transfer systems
E4	CORE	Align distilling plants
E4	CORE	Align feed booster pumps
E4	CORE	Align fire and flushing pumps
E4	CORE	Align firemain systems
E4	CORE	Align Fresh Water Drain Collecting Tank (FWDCT) pumps
E4	CORE	Align Fuel Oil (FO) and Lube Oil (LO) service systems
E4	CORE	Align heating systems
E4	CORE	Align jacking gears
E4	CORE	Align Low Pressure (LP) steam drain systems
E4	CORE	Align main drain systems
E4	CORE	Align main feed systems
E4	CORE	Align oil service pumps
E4	CORE	Align potable water brominators
E4	CORE	Align potable water pumps
E4	CORE	Align potable water systems
E4	CORE	Align reducing stations
E4	NON-CORE	Align refrigerant recovery units
E4	CORE	Align refrigeration systems
E4	CORE	Align reserve feedwater systems
E4	CORE	Align seawater service strainers
E4	CORE	Align secondary drain systems

MECHANICAL SYSTEMS OPERATION (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Align shore steam systems
E4	CORE	Align steering gear systems
E4	CORE	Align stripping systems
E4	CORE	Align ventilation systems
E5	CORE	Equalize boiler loads
E5	CORE	Place boiler in manual mode
E5	CORE	Place boiler in remote mode
E4	CORE	Prepare continuous treatment solutions
E4	CORE	Test Forced Draft Blowers (FDB)
E5	CORE	Test stern tubes

POLLUTION CONTROL

Paygrade	Task Type	Task Statements
E5	NON-CORE	Clean Hazardous Material (HAZMAT) containers
E5	CORE	Conduct spill containments and clean ups
E4	CORE	Dispose of Hazardous Material (HAZMAT)
E5	NON-CORE	Inspect Hazardous Material (HAZMAT) containers
E6	CORE	Inspect Hazardous Material (HAZMAT) storage areas
E4	NON-CORE	Store Hazardous Materials (HAZMAT)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Prepare fuel, oil, and water reports
E5	CORE	Prepare Quality Assurance (QA) repair forms

Job Title **Job Code**

Steam Plant Auxiliary Systems Technician 003177

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	STEAM PLANT/AUX SYS TECHNICIAN	STEAM SYS TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MM	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Steam Plant Auxiliary Systems Technicians operate and maintain steam turbines and reduction gears used for ship propulsion and auxiliary machinery, such as turbo-generators, pumps, and oil purifiers; maintain auxiliary machinery outside of main machinery spaces, such as electro-hydraulic steering engines and elevators, refrigeration plants, air conditioning systems, desalinization plants (distilling plants), and compressed gas producing plants; align piping systems for oil, water, air, and steam; control the operation of ship boilers and steam turbines used for ship propulsion and service systems; control operation of turbo-generators used to produce electrical power; clean, adjust, test, and perform other preventive maintenance on a ship's boilers, main engines, turbo-generators, and other auxiliary machinery including steering engines, elevators, winches, pumps and associated valves; operate and maintain desalinization plants; maintain refrigeration plants, air conditioning systems, and galley equipment; repair or replace valves, pumps, heat exchangers, compressors, steam turbines, and hydraulic or pneumatic control devices; and make entries in and analyze machinery operating records and reports. Technicians are expected to perform work independently and mentor Steam Plant Auxiliary Systems Maintainers with very limited supervision.

DoD Relationship

Group Title	*DoD Code*
Main Propulsion	165100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Maintenance and Repair Workers, General	49-9071.00	Installation, Maintenance, and Repair

Skills	Abilities
Equipment Maintenance	*Manual Dexterity*
Operation Monitoring	*Multi-limb Coordination*
Equipment Selection	*Problem Sensitivity*
Operation and Control	*Selective Attention*
Management of Material Resources	*Written Expression*
Quality Control Analysis	*Information Ordering*
Systems Evaluation	*Visualization*
Writing	*Flexibility of Closure*
Coordination	*Perceptual Speed*
Mathematics	*Rate Control*

ENGINEERING MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct boiler structural inspections
E6	CORE	Inspect Forced Draft Blower (FDB) components

LABORATORY MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Align oily waste water systems
E4	CORE	Conduct salinity and conductivity indicator comparison tests
E6	CORE	Estimate fuel, oil, and water requirements
E5	CORE	Inspect fluid samples
E4	CORE	Test feedwater

MECHANICAL SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Align boilers to steam blanket layup
E4	CORE	Clean auxiliary machinery Lube Oil (LO) sumps
E4	CORE	Maintain air conditioning systems

MECHANICAL SYSTEMS MAINTENANCE (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Maintain air dryer systems
E4	CORE	Maintain air ejector systems
E5	CORE	Maintain auxiliary boilers
E4	CORE	Maintain auxiliary cooling water systems
E5	CORE	Maintain auxiliary steam systems
E4	CORE	Maintain bilge and tank stripping systems
E4	CORE	Maintain boat davits
E4	CORE	Maintain boiler firesides
E5	CORE	Maintain boiler watersides
E4	CORE	Maintain bow and stern ramp and door machinery
E4	CORE	Maintain capstan equipment
E5	CORE	Maintain Deaerating Feedwater Tanks (DFT)
E4	CORE	Maintain dumbwaiter equipment
E4	CORE	Maintain elevator systems
E4	CORE	Maintain engine air systems
E4	CORE	Maintain flange shields
E4	CORE	Maintain fresh water drain systems
E4	CORE	Maintain heating systems
E4	CORE	Maintain hydraulic cargo hatch covers
E4	CORE	Maintain Low Pressure (LP) steam drain systems
E4	CORE	Maintain main drain systems
E4	CORE	Maintain monorail equipment
E5	CORE	Maintain Oxygen/Nitrogen (O2N2) systems
E5	CORE	Maintain safety valves
E5	CORE	Maintain Ships Service Turbine Generators (SSTG)
E4	CORE	Maintain steam smothering systems
E4	CORE	Replace flexible couplings
E5	CORE	Troubleshoot Forced Draft Blowers (FDB)

MECHANICAL SYSTEMS OPERATION

Paygrade	Task Type	Task Statements
E4	CORE	Align air ejector systems
E4	CORE	Align ameroyal injection systems
E4	CORE	Align auxiliary boilers
E4	CORE	Align auxiliary cooling water systems
E4	CORE	Align auxiliary seawater circulating systems
E4	CORE	Align distillate transfer systems
E4	CORE	Align distilling plants
E4	CORE	Align firemain systems
E4	CORE	Align Fuel Oil (FO) and Lube Oil (LO) service system

MECHANICAL SYSTEMS OPERATION (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Align heating systems
E5	CORE	Align main boilers
E5	CORE	Align Oxygen/Nitrogen (O2N2) systems
E4	CORE	Align reserve feedwater systems
E4	CORE	Align seawater service strainers
E4	CORE	Align secondary drain systems
E4	CORE	Align steering gear systems
E4	CORE	Align stripping systems
E5	CORE	Equalize boiler loads
E5	CORE	Place boiler in manual mode
E5	CORE	Place boiler in remote mode
E5	CORE	Split boiler loads

POLLUTION CONTROL

Paygrade	Task Type	Task Statements
E5	NON-CORE	Clean Hazardous Material (HAZMAT) containers
E5	CORE	Conduct spill containments and clean ups
E5	NON-CORE	Inspect Hazardous Material (HAZMAT) containers
E6	CORE	Inspect Hazardous Material (HAZMAT) storage areas

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Prepare fuel, oil, and water reports
E5	CORE	Prepare Quality Assurance (QA) repair forms
E6	CORE	Review Quality Assurance (QA) repair forms
E5	CORE	Update equipment calibration schedules
E5	CORE	Update Quality Assurance (QA) repair forms

Job Title **Job Code**

Steam Plant Auxiliary Systems Manager 003651

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	STEAM PLANT/AUX SYS MANAGER	STEAM SYS MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MM	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Steam Plant Auxiliary Systems Managers operate and maintain steam turbines and reduction gears used for ship propulsion and auxiliary machinery, such as turbo-generators, pumps, and oil purifiers; maintain auxiliary machinery outside of main machinery spaces, such as electro-hydraulic steering engines and elevators, refrigeration plants, air conditioning systems, desalinization plants (distilling plants), and compressed gas producing plants; align piping systems for oil, water, air, and steam; control the operation of ship boilers and steam turbines used for ship propulsion and service systems; control operation of turbo-generators used to produce electrical power; clean, adjust, test, and perform other preventive maintenance on a ship's boilers, main engines, turbo-generators and other auxiliary machinery including steering engines, elevators, winches, pumps, and associated valves; operate and maintain desalinization plants; maintain refrigeration plants, air conditioning systems, and galley equipment; repair or replace valves, pumps, heat exchangers, compressors, steam turbines, and hydraulic or pneumatic control devices; and make entries in and analyze machinery operating records and reports. These managers have mastered a trade or skill and are qualified to mentor Steam Plant Auxiliary Systems Technicians and Steam Plant Auxiliary Systems Maintainers and carry on the craft independently.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Main Propulsion	165100	First-Line Supervisors/Managers of Mechanics, Installers, and Repairers	49-1011.00	Installation, Maintenance, and Repair

Skills	Abilities
Quality Control Analysis	*Multi-limb Coordination*
Management of Material Resources	*Problem Sensitivity*
Equipment Maintenance	*Written Expression*
Operation Monitoring	*Manual Dexterity*
Monitoring	*Selective Attention*
Operation and Control	*Written Comprehension*
Reading Comprehension	*Information Ordering*
Systems Analysis	*Flexibility of Closure*
Systems Evaluation	*Visualization*
Writing	*Deductive Reasoning*

ENGINEERING MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct boiler structural inspections
E6	CORE	Conduct preliminary boiler closeout inspections
E7	CORE	Conduct preliminary Main Reduction Gear (MRG) closeout and bearing inspections
E7	CORE	Coordinate boiler flexibility tests
E6	CORE	Coordinate full power and economy trials
E6	CORE	Coordinate propulsion plant operations
E7	CORE	Evaluate engineering management programs
E6	CORE	Evaluate equipment capabilities and performances
E7	CORE	Inspect boiler firesides
E7	CORE	Inspect boiler watersides
E7	NON-CORE	Review Boiler Inspection and Repair Management Information Systems (BIRMIS)
E6	CORE	Verify ships systems technical drawings
E7	CORE	Verify ships trial reports

LABORATORY MANAGEMENT

Paygrade	Task Type	Task Statements
E5	CORE	Align transfer systems for receiving fuels

MECHANICAL SYSTEMS MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Align boilers to steam blanket layup
E4	CORE	Maintain air conditioning systems
E4	CORE	Maintain boiler firesides
E5	CORE	Maintain boiler watersides
E4	CORE	Maintain Feedwater Control (FWC)
E4	CORE	Maintain refrigeration systems

MECHANICAL SYSTEMS OPERATION

Paygrade	Task Type	Task Statements
E4	CORE	Align auxiliary boilers
E5	CORE	Equalize boiler loads
E5	CORE	Place boiler in manual mode
E5	CORE	Place boiler in remote mode

POLLUTION CONTROL

Paygrade	Task Type	Task Statements
E5	NON-CORE	Clean Hazardous Material (HAZMAT) containers
E5	CORE	Conduct spill containments and clean ups
E7	CORE	Coordinate spill containments and clean ups
E5	NON-CORE	Inspect Hazardous Material (HAZMAT) containers
E6	CORE	Inspect Hazardous Material (HAZMAT) storage areas
E5	NON-CORE	Review Hazardous Material (HAZMAT) inventories

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve Quality Assurance (QA) repair forms
E4	CORE	Prepare fuel, oil, and water reports
E5	CORE	Prepare Quality Assurance (QA) repair forms
E6	CORE	Review Quality Assurance (QA) repair forms
E5	CORE	Update Quality Assurance (QA) repair forms
E6	CORE	Validate Engineering Operational Sequencing System (EOSS) manuals

CHAPTER 51

MACHINIST'S MATE
(MM)

NAVPERS 18068-51G
CH-64

Updated: October 2015

TABLE OF CONTENTS
MACHINIST'S MATE (AUXILIARY) (MME)

SCOPE OF RATING	MM-3(E)
GENERAL INFORMATION	MM-4(E)
AUXILIARY EQUIPMENT TECHNICIAN	MM-5(E)
MECHANICAL MAINTENANCE	MM-5(E)
MECHANICAL SYSTEMS OPERATIONS	MM-7(E)
QUALITY ASSURANCE	MM-8(E)
AUXILIARY EQUIPMENT OPERATOR	MM-9(E)
MECHANICAL MAINTENANCE	MM-9(E)
MECHANICAL SYSTEMS OPERATIONS	MM-10(E)
QUALITY ASSURANCE	MM-10(E)
AUXILIARY EQUIPMENT MANAGER	MM-11(E)
MECHANICAL MAINTENANCE	MM-11(E)
MECHANICAL SYSTEMS OPERATIONS	MM-11(E)
QUALITY ASSURANCE	MM-11(E)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

MACHINIST'S MATE (AUXILIARY) MM(E)

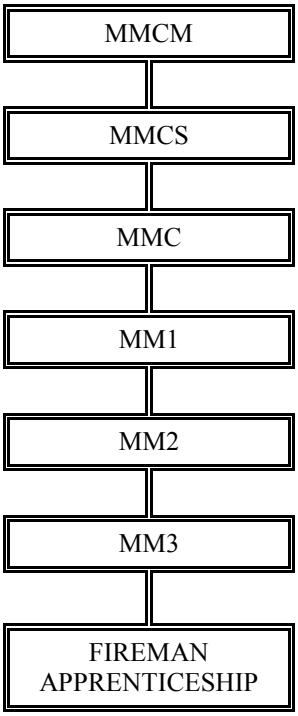
SCOPE OF RATING

Machinist's Mates (Auxiliary) (MME) operate, maintain, and repair (at the organizational and intermediate level) damage control equipment and systems, internal combustion diesel engines and diesel engine support systems, hydraulic systems, atmosphere control and oxygen-generating equipment, refrigeration systems, compressed air and gas systems, potable water system, seawater systems, and sanitary and plumbing systems.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 51.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Auxiliary Equipment Technician

Job Code

001519

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	AUXILIARY EQUIPMENT TECHNICIAN	AUX EQUIP TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MME	NEC's may include 42XX series

Job Description

Auxiliary Equipment Technicians perform organizational and intermediate maintenance as well as advanced systems operations of hydraulic power plants and hydraulic system components, emergency diesel engines, compressed gas systems (air, oxygen, hydrogen, and nitrogen), sanitation systems, seawater systems, freshwater systems, oxygen-generating equipment, atmosphere control equipment, and submarine salvage equipment (watertight hatches and doors) and supervise operations and maintenance performed by Auxiliary Equipment Operators.

DoD Relationship

Group Title	*DoD Code*
Shipboard Propulsion	165000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Maintenance and Repair Workers, General	49-9071.00	Installation, Maintenance and Repair

Skills

Equipment Maintenance
Operation and Control
Operation Monitoring
Reading Comprehension
Troubleshooting
Quality Control Analysis
Systems Evaluation
Management of Material Resources
Monitoring

Abilities

Manual Dexterity
Written Comprehension
Multi-limb Coordination
Problem Sensitivity
Deductive Reasoning
Control Precision
Inductive Reasoning

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Lubricate components
E4	CORE	Maintain air system components
E4	CORE	Maintain atmosphere control equipment
E4	CORE	Maintain auxiliary drain systems
E4	CORE	Maintain damage control equipment
E4	CORE	Maintain demineralized water systems
E4	CORE	Maintain depth sensing systems
E5	CORE	Maintain diesel engine support systems
E5	CORE	Maintain diesel engines
E4	CORE	Maintain drain systems
E5	NON-CORE	Maintain dry deck shelter systems
E4	CORE	Maintain escape trunks
E4	CORE	Maintain fresh water cooling systems
E4	CORE	Maintain habitability systems
E4	CORE	Maintain hydraulic system components
E4	CORE	Maintain oxygen and nitrogen systems
E5	CORE	Maintain oxygen-generating equipment

E4	CORE	Maintain potable water system components
E4	CORE	Maintain refrigeration system components
E4	CORE	Maintain salvage components
E4	CORE	Maintain ship service hydraulic plants
E5	CORE	Maintain steering and diving control systems
E4	CORE	Maintain steering and diving hydraulic plants
E4	CORE	Maintain submarine lubrication system
E4	CORE	Maintain trim system components
E4	CORE	Maintain variable ballast system components
E4	CORE	Maintain ventilation system components
E4	CORE	Maintain watertight doors and hatches
E4	CORE	Perform corrective maintenance on air system components
E5	CORE	Perform corrective maintenance on atmosphere control equipment
E4	CORE	Perform corrective maintenance on auxiliary drain system components
E4	CORE	Perform corrective maintenance on damage control equipment
E4	CORE	Perform corrective maintenance on demineralized water system
E5	CORE	Perform corrective maintenance on depth sensing system
E5	CORE	Perform corrective maintenance on diesel engine and support systems
E4	CORE	Perform corrective maintenance on drain system components
E5	CORE	Perform corrective maintenance on dry deck shelter systems
E4	CORE	Perform corrective maintenance on escape trunks
E4	CORE	Perform corrective maintenance on fresh water cooling systems
E4	CORE	Perform corrective maintenance on habitability systems
E4	CORE	Perform corrective maintenance on hydraulic system components
E5	CORE	Perform corrective maintenance on main ballast tank vent components
E5	CORE	Perform corrective maintenance on oxygen and nitrogen systems
E5	CORE	Perform corrective maintenance on oxygen-generating equipment
E4	CORE	Perform corrective maintenance on potable water system
E4	CORE	Perform corrective maintenance on refrigeration systems
E4	CORE	Perform corrective maintenance on salvage components
E4	CORE	Perform corrective maintenance on shipboard pumps
E4	CORE	Perform corrective maintenance on shipboard valves
E5	CORE	Perform corrective maintenance on steering and diving control systems
E4	CORE	Perform corrective maintenance on submarine lubrication systems
E4	CORE	Perform corrective maintenance on trim systems
E4	CORE	Perform corrective maintenance on ventilation systems
E4	CORE	Perform corrective maintenance on water tight doors and hatches
E5	CORE	Perform preventive maintenance on air system components
E5	CORE	Perform preventive maintenance on atmosphere control equipment
E4	CORE	Perform preventive maintenance on auxiliary drain system components
E4	CORE	Perform preventive maintenance on damage control equipment

E4	CORE	Perform preventive maintenance on demineralized water system
E4	CORE	Perform preventive maintenance on depth sensing system
E4	CORE	Perform preventive maintenance on diesel engine and support systems
E4	CORE	Perform preventive maintenance on drain system components
E5	NON-CORE	Perform preventive maintenance on dry deck shelter systems
E5	CORE	Perform preventive maintenance on escape trunks
E4	CORE	Perform preventive maintenance on fresh water cooling systems
E4	CORE	Perform preventive maintenance on habitability systems
E4	CORE	Perform preventive maintenance on hydraulic system components
E5	CORE	Perform preventive maintenance on oxygen and nitrogen systems
E5	CORE	Perform preventive maintenance on oxygen-generating equipment
E4	CORE	Perform preventive maintenance on potable water system
E5	CORE	Perform preventive maintenance on refrigeration systems
E5	CORE	Perform preventive maintenance on salvage components
E4	CORE	Perform preventive maintenance on shipboard pumps
E4	CORE	Perform preventive maintenance on shipboard valves
E6	CORE	Perform preventive maintenance on steering and diving control systems
E4	CORE	Perform preventive maintenance on submarine lubrication systems
E4	CORE	Perform preventive maintenance on trim systems
E5	CORE	Perform preventive maintenance on variable ballast systems
E4	CORE	Perform preventive maintenance on ventilation systems
E5	CORE	Perform preventive maintenance on water tight doors and hatches
E7	CORE	Supervise diesel inspections

MECHANICAL SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust air system components
E4	CORE	Adjust hydraulic system components
E5	CORE	Adjust refrigeration system components
E5	CORE	Adjust steering and diving control systems
E4	CORE	Maintain shipboard pumps
E4	CORE	Operate air system components
E5	CORE	Operate atmosphere control equipment
E4	CORE	Operate auxiliary drain systems
E4	CORE	Operate depth sensing systems
E4	CORE	Operate diesel engines and support systems
E4	CORE	Operate drain systems
E5	NON-CORE	Operate dry deck shelter systems
E4	CORE	Operate external hydraulic plants
E4	CORE	Operate fresh water cooling systems
E4	CORE	Operate hydraulic system components
E4	CORE	Operate main ballast tank vent components

E4	CORE	Operate oxygen and nitrogen systems
E5	CORE	Operate oxygen-generating equipment
E4	CORE	Operate potable water systems
E4	CORE	Operate refrigeration systems
E4	CORE	Operate ships service hydraulic plants
E4	CORE	Operate steering and diving control systems
E4	CORE	Operate stern diving plants
E4	CORE	Operate submarine emergency life support systems
E4	CORE	Operate submarine habitability systems
E4	CORE	Operate submarine salvage systems
E4	CORE	Operate trim systems
E4	CORE	Operate ventilation systems

QUALITY ASSURANCE

Paygrade	**Task Type**	**Task Statements**
E5	CORE	Perform Quality Assurance (QA) inspections

Job Title **Job Code**

Auxiliary Equipment Operator 001524

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	AUXILIARY EQUIPMENT OPERATOR	AUX EQUIP OPER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MME	NEC's may include 42XX series

Job Description

Auxiliary Equipment Operators perform operations and basic preventive maintenance of hydraulic power plants and hydraulic system components, emergency diesel engines, compressed gas systems (air, oxygen, hydrogen, and nitrogen), sanitation systems, seawater systems, freshwater systems, submarine firefighting, and emergency dewatering and damage control equipment.

DoD Relationship

Group Title	*DoD Code*
Shipboard Propulsion	165000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Maintenance and Repair Workers, General	49-9071.00	Installation, Maintenance and Repair

Skills

Operation and Control

Operation Monitoring

Equipment Maintenance

Troubleshooting

Monitoring

Quality Control Analysis

Abilities

Manual Dexterity

Deductive Reasoning

Problem Sensitivity

Written Comprehension

Control Precision

Multi-limb Coordination

Information Ordering

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Lubricate components
E4	CORE	Maintain ship service hydraulic plants
E4	CORE	Perform corrective maintenance on air system components
E5	CORE	Perform corrective maintenance on atmosphere control equipment
E4	CORE	Perform corrective maintenance on auxiliary drain system components
E4	CORE	Perform corrective maintenance on damage control equipment
E4	CORE	Perform corrective maintenance on demineralized water system
E5	CORE	Perform corrective maintenance on depth sensing system
E5	CORE	Perform corrective maintenance on diesel engine and support systems
E4	CORE	Perform corrective maintenance on drain system components
E5	CORE	Perform corrective maintenance on dry deck shelter systems
E4	CORE	Perform corrective maintenance on escape trunks
E4	CORE	Perform corrective maintenance on fresh water cooling systems
E4	CORE	Perform corrective maintenance on habitability systems
E4	CORE	Perform corrective maintenance on hydraulic system components
E5	CORE	Perform corrective maintenance on main ballast tank vent components
E5	CORE	Perform corrective maintenance on oxygen and nitrogen systems
E5	CORE	Perform corrective maintenance on oxygen-generating equipment
E4	CORE	Perform corrective maintenance on potable water system
E4	CORE	Perform corrective maintenance on refrigeration systems
E4	CORE	Perform corrective maintenance on salvage components

E5	CORE	Perform corrective maintenance on steering and diving control systems
E4	CORE	Perform corrective maintenance on submarine lubrication systems
E4	CORE	Perform corrective maintenance on trim systems
E4	CORE	Perform corrective maintenance on water tight doors and hatches

MECHANICAL SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust air system components
E4	CORE	Adjust hydraulic system components
E5	CORE	Adjust refrigeration system components
E5	CORE	Adjust steering and diving control systems
E4	CORE	Maintain shipboard pumps
E4	CORE	Operate air system components
E5	CORE	Operate atmosphere control equipment
E4	CORE	Operate auxiliary drain systems
E4	CORE	Operate depth sensing systems
E4	CORE	Operate diesel engines and support systems
E4	CORE	Operate drain systems
E5	NON-CORE	Operate dry deck shelter systems
E4	CORE	Operate external hydraulic plants
E4	CORE	Operate fresh water cooling systems
E4	CORE	Operate hydraulic system components
E4	CORE	Operate main ballast tank vent components
E4	CORE	Operate oxygen and nitrogen systems
E5	CORE	Operate oxygen-generating equipment
E4	CORE	Operate potable water systems
E4	CORE	Operate refrigeration systems
E4	CORE	Operate ships service hydraulic plants
E4	CORE	Operate steering and diving control systems
E4	CORE	Operate stern diving plants
E4	CORE	Operate submarine emergency life support systems
E4	CORE	Operate submarine habitability systems
E4	CORE	Operate submarine salvage systems
E4	CORE	Operate trim systems
E4	CORE	Operate ventilation systems

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E4	CORE	Perform Quality Assurance (QA) maintenance

Job Title

Auxiliary Equipment Manager

Job Code

001532

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Production	TBD	AUXILIARY EQUIPMENT MANAGER	AUX EQUIP MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MME	NEC's may include 42XX series

Job Description

Auxiliary Equipment Managers manage auxiliary division operations, maintenance, and training of hydraulic power plants and hydraulic system components, emergency diesel engines, compressed gas systems (such as air, oxygen, hydrogen, and nitrogen), sanitation systems, seawater systems, freshwater systems, oxygen-generating equipment, atmosphere control equipment, and submarine salvage equipment such as watertight hatches and doors. They also train, mentor, and supervise the operations and maintenance performed by Auxiliary Equipment Technicians and Operators.

DoD Relationship

Group Title	*DoD Code*
Shipboard Propulsion	165000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors of Managers, Mechanics, Installers, and Repairers	49-1011.00	Installation, Maintenance and Repair

Skills	Abilities
Management of Material Resources	*Inductive Reasoning*
Management of Personnel Resources	*Oral Expression*
Monitoring	*Deductive Reasoning*
Quality Control Analysis	*Information Ordering*

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E7	CORE	Supervise diesel engine corrective maintenance
E7	CORE	Supervise diesel inspections
E6	CORE	Supervise hydraulic corrective maintenance
E7	CORE	Supervise oxygen-generating plant corrective maintenance
E6	CORE	Supervise oxygen-generating plant operation
E7	CORE	Supervise steering and diving control system maintenance

MECHANICAL SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Supervise diesel engine operations
E6	CORE	Supervise habitability and sanitation operations
E6	CORE	Supervise hydraulic system operations
E6	CORE	Supervise oxygen and nitrogen systems maintenance
E6	CORE	Supervise oxygen and nitrogen systems operations

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Develop Quality Assurance (QA) packages
E4	CORE	Perform Quality Assurance (QA) maintenance
E7	CORE	Review Quality Assurance (QA) packages

CHAPTER 51

MACHINIST'S MATE
(MM)

NAVPERS 18068-51G
CH-64

Updated: October 2015

TABLE OF CONTENTS
MACHINIST'S MATE (WEAPONS) (MMW)

SCOPE OF RATING	MM-3(W)
GENERAL INFORMATION	MM-4(W)
TACTICAL WEAPONS OPERATOR	MM-5(W)
ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)	MM-5(W)
DAMAGE CONTROL	MM-5(W)
ORDNANCE MAINTENANCE AND OPERATIONS	MM-6(W)
SIGNAL EJECTOR SYSTEM MAINTENANCE AND OPERATIONS	MM-6(W)
SUPPORT SYSTEMS MAINTENANCE AND OPERATIONS	MM-6(W)
TECHNICAL ADMINISTRATION	MM-6(W)
TORPEDO TUBE SYSTEM MAINTENANCE AND OPERATIONS	MM-7(W)
VERTICAL LAUNCH SYSTEM MAINTENANCE AND OPERATIONS	MM-7(W)
WEAPONS HANDLING / SHIPPING SYSTEM MAINTENANCE AND OPERATIONS	MM-7(W)
TACTICAL WEAPONS MANAGER	MM-8(W)
ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)	MM-8(W)
DAMAGE CONTROL	MM-8W)
QUALITY ASSURANCE	MM-8(W)
SUPPORT SYSTEMS MAINTENANCE AND OPERATONS	MM-9 (W)
TECHNICAL ADMINISTRATION	MM-9(W)
TORPEDO TUBE SYSTEM MAINTENANCE AND OPERATIONS	MM-9(W)
VERTICAL LAUNCH SYSTEM MAINTENANCE AND OPERATIONS	MM-9(W)
WEAPONS HANDLING / SHIPPING SYSTEM MAINTENANCE AND OPERATIONS	MM-9(W)
TACTICAL WEAPONS TECHNICIAN	MM-10(W)
ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)	MM-10(W)
DAMAGE CONTROL	MM-11(W)
ORDNANCE MAINTENANCE AND OPERATIONS	MM-11(W)
QUALITY ASSURANCE	MM-11(W)
SIGNAL EJECTOR SYSTEM MAINTENANCE AND OPERATIONS	MM-11(W)
SUPPORT SYSTEMS MAINTENANCE AND OPERATIONS	MM-11(W)
TECHNICAL ADMINISTRATION	MM-12(W)
TORPEDO TUBE SYSTEM MAINTENANCE AND OPERATIONS	MM-12(W)
VERTICAL LAUNCH SYSTEM MAINTENANCE AND OPERATIONS	MM-12(W)
WEAPONS HANDLING / SHIPPING SYSTEM MAINTENANCE AND OPERATIONS	MM-12(W)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

MACHINIST'S MATE (WEAPONS) MM(W)

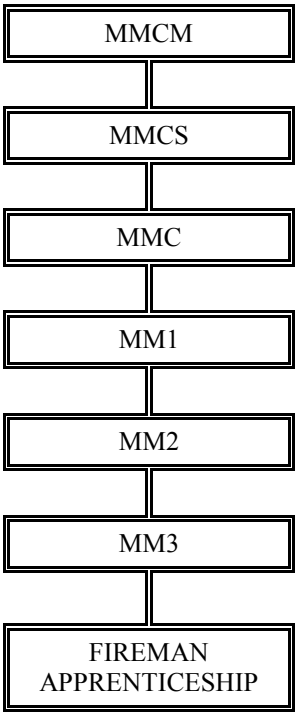
SCOPE OF RATING

Machinist's Mates (Weapons) (MMW) perform organizational and intermediate level maintenance on test equipment, launching/firing systems, and stowage facilities associated with underwater ordnance, to include hydraulic systems, air systems, and seawater systems associated with launching/firing systems; perform organizational maintenance on underwater ordnance, small arms, and ammunition; prepare underwater ordnance for launching to include conducting post fire and post run routines; and perform operations and organizational maintenance on submarine anchoring systems.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 51.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Tactical Weapons Operator

Job Code

001537

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	TACTICAL WEAPONS OPERATOR	TACT WEP OPER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MMW	NECs 4233, 4235, 4247

Job Description

Tactical Weapons Operators perform operations and basic-level maintenance of submarine anchor systems, Arms, Ammunition, and Explosives (AA&E), weapons shipping and handling systems, submarine-launched mines, missiles, and torpedoes, weapons delivery systems, Vertical Launch Systems (VLS), and countermeasure systems; participate in weapons handling evolutions; support the processing and attack of targets; provide munitions to weapon systems and security for operational forces; and repair and maintain weapons system equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Torpedo Repair	112300	Military Enlisted Tactical Operations and Air/Weapons Specialists and Crew Members, All Others	55-3019.00	Military Specific

Skills	Abilities
Operation and Control	*Written Comprehension*
Operation Monitoring	*Problem Sensitivity*
Equipment Maintenance	*Manual Dexterity*
Management of Material Resources	*Finger Dexterity*
Quality Control Analysis	*Multi-limb Coordination*
Systems Evaluation	*Oral Comprehension*
Reading Comprehension	*Fluency of Ideas*
Speaking	*Speed of Closure*
Writing	*Written Expression*
Active Listening	*Control Precision*

ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)

Paygrade	Task Type	Task Statements
E4	CORE	Inspect Arms, Ammunition, and Explosives (AA&E)
E4	CORE	Inventory Arms, Ammunition, and Explosives (AA&E)
E4	CORE	Maintain magazines and lockers
E4	CORE	Maintain security force equipment
E4	CORE	Maintain small arms and crew served weapons
E4	CORE	Perform ammunition and countermeasure transfers
E4	CORE	Repair magazines and lockers
E4	CORE	Test Arms, Ammunition, and Explosives (AA&E)

DAMAGE CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Combat torpedo room casualties
E4	CORE	Combat weapons casualties

ORDNANCE MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Handle submarine ordnance
E4	CORE	Launch submarine ordnance
E4	CORE	Maintain submarine launched ordnance
E4	CORE	Operate general purpose electronic test equipment
E4	CORE	Test Torpedo Tube Launched (TTL) tomahawk cruise missiles
E4	CORE	Test Vertical Launch System (VLS) tomahawk cruise missiles

SIGNAL EJECTOR SYSTEM MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust countermeasure launcher systems
E4	CORE	Maintain countermeasure launcher systems
E4	NON-CORE	Operate internal auxiliary launcher in all modes
E4	CORE	Operate internal countermeasure launcher in all modes
E4	CORE	Test countermeasure launcher systems

SUPPORT SYSTEMS MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Coordinate tube draining operations
E4	CORE	Inspect seals, gaskets, and O-rings
E5	CORE	Inspect tanks and voids
E4	CORE	Maintain air system components
E4	CORE	Maintain anchor systems
E4	CORE	Maintain shipboard valves
E4	CORE	Operate air system components
E4	CORE	Operate anchor system
E4	CORE	Operate hydraulic system components
E4	CORE	Operate manually controlled valves
E4	CORE	Operate weapons monitoring equipment
E4	CORE	Replace seals, gaskets, and O-rings

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Maintain Arms, Ammunition, and Explosives (AA&E) records
E5	CORE	Maintain torpedo and missile record books
E4	CORE	Maintain weight test and calibration records

TORPEDO TUBE SYSTEM MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain weapons delivery systems
E4	CORE	Operate nitrogen systems
E4	CORE	Operate weapons delivery systems

VERTICAL LAUNCH SYSTEM MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Vertical Launch Systems (VLS)
E4	CORE	Operate Vertical Launch Systems (VLS)
E6	CORE	Perform Vertical Launch System (VLS) evolutions

WEAPONS HANDLING / SHIPPING SYSTEMS MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Clean weapons handling systems
E4	CORE	Clean weapons shipping systems
E4	CORE	Maintain weapons handling systems
E4	CORE	Maintain weapons shipping systems
E4	CORE	Operate weapons handling systems
E4	CORE	Operate weapons shipping systems
E4	CORE	Perform rigging operations
E4	CORE	Perform weapons delivery system evolutions
E4	CORE	Perform weapons handling evolutions
E4	CORE	Perform weapons shipping evolutions

Job Title **Job Code**

Tactical Weapons Manager 001542

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Production	TBD	TACTICAL WEAPONS MANAGER	TACT WEP MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MMW	NECs 0812, 0814, 4233, 4235, 4236, 4247

Job Description

Tactical Weapons Managers manage the operations of submarine anchor systems, Arms, Ammunition, and Explosives (AA&E), weapons shipping and handling systems, submarine-launched mines, missiles, and torpedoes, weapons delivery systems, Vertical Launch Systems (VLS), and countermeasure systems; supervise the employment of weapons systems and weapons handling evolutions; coordinate communications; and oversee divisional and departmental operations, maintenance, and training.

DoD Relationship

Group Title	*DoD Code*
Torpedo Repair	112300

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors/Managers of Production and Operating Workers	51-1011.00	Production

Skills	Abilities
Management of Personnel Resources	*Problem Sensitivity*
Management of Material Resources	*Information Ordering*
Coordination	*Written Comprehension*
Reading Comprehension	*Inductive Reasoning*
Writing	*Selective Attention*
Operation and Control	*Visualization*
Complex Problem Solving	*Oral Expression*
Critical Thinking	*Written Expression*
Instructing	*Fluency of Ideas*
Monitoring	*Speech Clarity*

ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)

Paygrade	Task Type	Task Statements
E5	CORE	Conduct force protection training
E5	CORE	Conduct small arms range
E6	CORE	Manage ammunition and countermeasure transfers

DAMAGE CONTROL

Paygrade	Task Type	Task Statements
E6	CORE	Direct torpedo room casualty procedures
E5	CORE	Direct weapons casualty procedures
E6	CORE	Manage weapons casualty procedures

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E7	CORE	Audit Quality Assurance (QA) packages
E5	CORE	Create Quality Assurance (QA) packages
E6	CORE	Review Quality Assurance (QA) packages
E5	CORE	Supervise Quality Assurance (QA) testing

SUPPORT SYSTEMS MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Coordinate tube draining operations
E5	CORE	Direct weapons monitoring equipment operations

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Audit Arms, Ammunition, and Explosives (AA&E) records
E6	CORE	Audit weight test and calibration records
E6	CORE	Coordinate departmental maintenance
E5	CORE	Coordinate divisional maintenance
E6	CORE	Coordinate equipment alterations and modifications
E7	CORE	Maintain ordnance handling certification records
E7	CORE	Manage Arms, Ammunition, and Explosives (AA&E) records
E6	CORE	Review torpedo and missile record books
E5	CORE	Review weight test and calibration records

TORPEDO TUBE SYSTEM MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct weapons delivery systems evolutions
E7	CORE	Supervise weapons delivery system operations

VERTICAL LAUNCH SYSTEM MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Vertical Launch System (VLS) evolutions
E7	CORE	Supervise Vertical Launch System (VLS) operations

WEAPONS HANDLING / SHIPPING SYSTEMS MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Direct rigging operations
E5	CORE	Direct weapons handling operations
E5	CORE	Direct weapons shipping operations
E7	CORE	Supervise weapons shipping operations
E7	CORE	Supervise weapons handling operations

Job Title

Tactical Weapons Technician

Job Code

001547

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	TACTICAL WEAPONS TECHNICIAN	TACT WEP TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MMW	NECs 0812, 0814, 4233, 4235, 4236, 4247

Job Description

Tactical Weapons Technicians perform organizational maintenance, intermediate maintenance, and advanced systems operations of submarine anchor systems, Arms, Ammunition, and Explosives (AA&E), weapons shipping and handling systems, submarine-launched mines, missiles, and torpedoes, weapons delivery systems, Vertical Launch Systems (VLS), and countermeasure systems; supervise divisional operations, maintenance, and training; supervise and participate in weapons handling evolutions; support the processing and attack of targets; provide munitions to weapon systems and security for operational forces; and repair and maintain weapons system equipment.

DoD Relationship

Group Title	*DoD Code*
Torpedo Repair	112300

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Control and Valve Installers and Repairers, Except Mechanical	49-9012.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation and Control	*Written Comprehension*
Operation Monitoring	*Problem Sensitivity*
Equipment Maintenance	*Manual Dexterity*
Management of Material Resources	*Finger Dexterity*
Reading Comprehension	*Multi-limb Coordination*
Quality Control Analysis	*Control Precision*
Systems Evaluation	*Written Expression*
Writing	*Oral Comprehension*
Speaking	*Fluency of Ideas*
Active Listening	*Selective Attention*

ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)

Paygrade	Task Type	Task Statements
E5	CORE	Conduct force protection training
E5	CORE	Conduct small arms range
E4	CORE	Inspect Arms, Ammunition, and Explosives (AA&E)
E4	CORE	Inventory Arms, Ammunition, and Explosives (AA&E)
E4	CORE	Maintain magazines and lockers
E4	CORE	Maintain security force equipment
E4	CORE	Maintain small arms and crew served weapons
E4	CORE	Perform ammunition and countermeasure transfers
E4	CORE	Repair magazines and lockers
E4	CORE	Test Arms, Ammunition, and Explosives (AA&E)

DAMAGE CONTROL

Paygrade	Task Type	Task Statements
E4	CORE	Combat torpedo room casualties
E4	CORE	Combat weapons casualties

ORDNANCE MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct receipt or transfer inspections
E4	CORE	Handle submarine ordnance
E4	CORE	Launch submarine ordnance
E4	CORE	Maintain submarine launched ordnance
E4	CORE	Operate general purpose electronic test equipment
E4	CORE	Test Torpedo Tube Launched (TTL) tomahawk cruise missiles
E4	CORE	Test torpedoes
E4	CORE	Test Vertical Launch System (VLS) tomahawk cruise missiles

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Create Quality Assurance (QA) packages
E4	CORE	Perform Quality Assurance (QA) testing

SIGNAL EJECTOR SYSTEM MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust countermeasure launcher systems
E4	CORE	Maintain countermeasure launcher systems
E4	NON-CORE	Operate internal auxiliary launcher in all modes
E4	CORE	Operate internal countermeasure launcher in all modes
E4	CORE	Repair countermeasure launcher systems
E4	CORE	Test countermeasure launcher systems

SUPPORT SYSTEMS MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Coordinate tube draining operations
E4	CORE	Inspect seals, gaskets, and O-rings
E5	CORE	Inspect tanks and voids
E4	CORE	Maintain air system components
E4	CORE	Maintain anchor systems
E5	CORE	Maintain hydraulic system components
E4	CORE	Maintain shipboard valves
E4	CORE	Operate air system components
E4	CORE	Operate anchor system
E4	CORE	Operate hydraulic system components

E4	CORE	Operate manually controlled valves
E4	CORE	Operate weapons monitoring equipment
E4	CORE	Repair air system components
E4	CORE	Repair anchor systems
E4	CORE	Repair hydraulic system components
E4	CORE	Repair shipboard valves
E4	CORE	Replace seals, gaskets, and O-rings

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Audit Arms, Ammunition, and Explosives (AA&E) records
E5	CORE	Maintain Arms, Ammunition, and Explosives (AA&E) records
E7	CORE	Maintain ordnance handling certification records
E5	CORE	Maintain torpedo and missile record books
E4	CORE	Maintain weight test and calibration records

TORPEDO TUBE SYSTEM MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct corrective maintenance on weapons delivery systems
E4	CORE	Maintain weapons delivery systems
E4	CORE	Operate nitrogen systems
E4	CORE	Operate weapons delivery systems

VERTICAL LAUNCH SYSTEM MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct corrective maintenance on Vertical Launch Systems (VLS)
E4	CORE	Maintain Vertical Launch Systems (VLS)
E4	CORE	Operate Vertical Launch Systems (VLS)
E6	CORE	Perform Vertical Launch System (VLS) evolutions

WEAPONS HANDLING / SHIPPING SYSTEMS MAINTENANCE AND OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Adjust weapons handling systems
E5	CORE	Adjust weapons shipping systems
E4	CORE	Clean weapons handling systems
E4	CORE	Clean weapons shipping systems
E4	CORE	Conduct corrective maintenance on weapons handling systems
E4	CORE	Conduct corrective maintenance on weapons shipping systems
E5	CORE	Direct rigging operations

E4	CORE	Maintain weapons handling systems
E4	CORE	Maintain weapons shipping systems
E4	CORE	Operate weapons handling systems
E4	CORE	Operate weapons shipping systems
E4	CORE	Perform rigging operations
E4	CORE	Perform weapons delivery system evolutions
E4	CORE	Perform weapons handling evolutions
E4	CORE	Perform weapons shipping evolutions

CHAPTER 52

MINEMAN
(MN)

NAVPERS 18068-52E
CH-56

Updated: October 2013

TABLE OF CONTENTS
MINEMAN (MN)

SCOPE OF RATING	MN-3
GENERAL INFORMATION	MN-4
MINE WARFARE SPECIALIST	MN-5
ANCHORING, MOORING, AND TOWING	MN-5
AUXILIARY AND SUPPORT EQUIPMENT	MN-6
CREW-SERVED WEAPONS AND SMALL ARMS	MN-6
DECK SEAMANSHIP	MN-7
EQUIPMENT ADMINISTRATION	MN-8
MINE ASSEMBLY AND DISASSEMBLY	MN-8
MINE WARFARE (MIW) DECK OPERATIONS	MN-9
MINE WARFARE (MIW) OPERATIONS	MN-9
NAVIGATION	MN-10
ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS	MN-11
PAINTING AND PRESERVATION	MN-12
SMALL BOAT OPERATIONS	MN-12
SONAR SYSTEMS	MN-12
TECHNICAL CORE FUNDAMENTALS	MN-13
UNDERWAY REPLENISHMENT (UNREP)	MN-14
WATCH TEAM OPERATIONS	MN-14
MINE WARFARE MANAGER	MN-16
ANCHORING, MOORING, AND TOWING	MN-16
CREW-SERVED WEAPONS AND SMALL ARMS	MN-16
DECK SEAMANSHIP	MN-17
EQUIPMENT ADMINISTRATION	MN-17
MINE ASSEMBLY AND DISASSEMBLY	MN-17
MINE WARFARE (MIW) DECK OPERATIONS	MN-17
MINE WARFARE (MIW) OPERATIONS	MN-17
NAVIGATION	MN-18
ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS	MN-18
SMALL BOAT OPERATIONS	MN-18
UNDERWAY REPLENISHMENT (UNREP)	MN-18
WATCH TEAM OPERATIONS	MN-18

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

MINEMAN (MN)

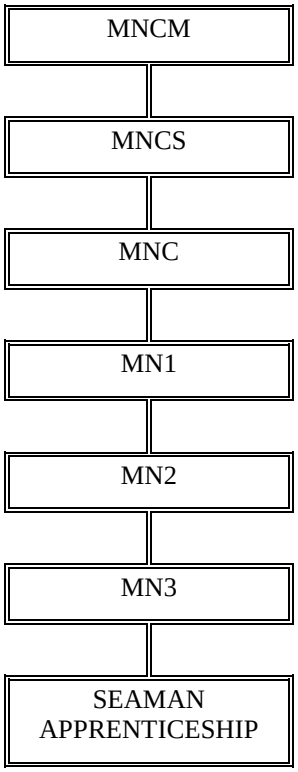
SCOPE OF RATING

Minemen (MN) are experts in all aspects of tactical and operational Mine Warfare, including mining and mine countermeasures operations; perform tactical and operational mine warfare planning, coordination, and execution; plan tactical employment of airborne and underwater mine countermeasure systems; perform, manage, and supervise organizational and intermediate maintenance on service mine systems, exercise and training mine systems, and underwater targets; operate surface mine countermeasures systems, mine warfare tactical decision aids, and environmental sensor systems; coordinate and supervise minesweeper operations and deck seamanship evolutions such as navigation, fueling, replenishment at sea, search and rescue, towing, anchoring, mooring, and small boat navigation; perform and manage organizational and intermediate maintenance of small arms, magazine sprinkler systems, and small boats; train, qualify, direct, and supervise personnel in the handling and stowing of ordnance, and the operation and maintenance of small arms and crew-served weapons.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 52.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For additional rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Mine Warfare Specialist

Job Code

003736

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Construction and Extraction	TBD	MINE WARFARE SPECIALIST	MINE SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MN	As assigned to Job

Job Description

Mine Warfare Specialists perform mine maintenance and mine upgrades/downgrades; operate ordnance handling and mine equipment, perform issue/turn-in of logistics material, and maintain magazines, ready service lockers, and inert storage areas; support ship's tactical operations utilizing sophisticated computer, sensor, and communications systems, and conduct precision navigation and chart maintenance; operate and maintain Mine Countermeasures (MCM) systems to locate and neutralize sea mines; utilize basic understanding of physical oceanography and bathymetric measuring devices; employ internal and external communication devices and circuits; perform various log keeping and administrative functions associated with Combat Systems employment; assemble, disassemble, rig, and unrig deck equipment in support of MCM, Underway Replenishment (UNREP), towing, salvage, Search and Rescue (SAR), and ship navigation operations; perform basic marlinspike seamanship; operate and maintain deck equipment; perform shipboard preservation; possess a basic knowledge of electronics theory and Mine Warfare Operations; and must be proficient with various hand and electronic tools.

DoD Relationship

Group Title	*DoD Code*
Mines and Degaussing	164700

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Explosives Workers, Ordnance Handling Experts and Blasters	47-5031.00	Construction and Extraction

Skills	Abilities
Equipment Selection	*Manual Dexterity*
Operation and Control	*Deductive Reasoning*
Operation Monitoring	*Problem Sensitivity*
Reading Comprehension	*Arm-Hand Steadiness*
Coordination	*Control Precision*
Quality Control Analysis	*Inductive Reasoning*
Critical Thinking	*Finger Dexterity*
Complex Problem Solving	*Mathematical Reasoning*
Equipment Maintenance	*Written Expression*
Monitoring	*Written Comprehension*

ANCHORING, MOORING, AND TOWING

Paygrade	Task Type	Task Statements
E4	CORE	Determine anchor chain position and tension
E4	CORE	Handle ground tackle
E4	CORE	Handle mooring lines
E4	CORE	Identify mooring and getting underway signals
E4	NON-CORE	Identify rules of the road signals
E4	CORE	Lower ship's anchor
E4	CORE	Moor to and get underway from buoys
E4	CORE	Operate ship's capstan or gypsy head
E4	CORE	Perform preventive maintenance on anchoring equipment
E4	CORE	Perform preventive maintenance on mooring equipment
E4	CORE	Perform preventive maintenance on towing equipment
E4	CORE	Prepare lines for mooring and getting underway evolutions
E4	CORE	Raise ship's anchor
E4	CORE	Repair anchoring equipment
E4	CORE	Repair mooring equipment

E4	CORE	Repair towing equipment
E4	CORE	Rig clear hawse pennants
E4	CORE	Rig dip ropes
E4	CORE	Rig ship for tow
E4	CORE	Secure mooring lines
E5	CORE	Supervise anchoring evolutions
E5	CORE	Supervise mooring and getting underway evolutions
E4	CORE	Test anchoring equipment
E4	CORE	Test mooring equipment
E4	CORE	Test towing equipment
E4	CORE	Troubleshoot anchoring equipment
E5	CORE	Unrig clear hawse pennants
E4	CORE	Unrig dip ropes
E4	CORE	Unrig ship from tow

AUXILIARY AND SUPPORT EQUIPMENT

Paygrade	Task Type	Task Statements
E5	CORE	Calibrate test equipment, tools, and gauges
E4	CORE	Configure radar set equipment at the Remote Control Panel (RCP)
E4	CORE	Inventory Ship's Reaction Force (SRF) equipment
E5	CORE	Maintain calibration laboratory administration programs
E4	CORE	Monitor radar performance
E4	CORE	Monitor radar set equipment at the Remote Control Panel (RCP)
E4	CORE	Operate auxiliary air and cooling water systems
E4	CORE	Perform preventive maintenance on auxiliary air and cooling water systems
E5	CORE	Perform preventive maintenance on calibration laboratory equipment
E4	CORE	Perform preventive maintenance on Ship's Reaction Force (SRF) equipment
E5	CORE	Perform preventive maintenance on test equipment, tools, and gauges
E4	CORE	Repair auxiliary air and cooling water systems
E5	CORE	Repair test equipment, tools, and gauges
E4	CORE	Test auxiliary air and cooling water systems
E4	CORE	Troubleshoot auxiliary air and cooling water systems
E5	CORE	Troubleshoot test equipment, tools, and gauges

CREW-SERVED WEAPONS AND SMALL ARMS

Paygrade	Task Type	Task Statements
E4	CORE	Inventory small arms
E4	CORE	Maintain crew-served weapon mounts and stands
E4	CORE	Maintain crew-served weapons
E4	CORE	Operate pyrotechnics
E4	CORE	Repair crew-served weapons
E4	CORE	Repair small arms

E4	CORE	Transfer custody of small arms
E4	CORE	Troubleshoot crew-served weapons
E4	CORE	Troubleshoot small arms

DECK SEAMANSHIP

Paygrade	Task Type	Task Statements
E4	CORE	Determine search areas for maritime Search and Rescue (SAR) operations
E5	CORE	Direct cranes
E4	CORE	Execute Search and Rescue (SAR) operations
E4	CORE	Handle lines for deck seamanship evolutions
E4	CORE	Identify search and rescue signals
E4	NON-CORE	Identify signals flags, pennants, and flares
E4	CORE	Maintain ship's lines
E4	CORE	Maintain wire ropes
E5	CORE	Operate cranes
E4	CORE	Operate Ship Control Consoles (SCC)
E5	CORE	Operate winches
E4	CORE	Perform aft steering equipment operations
E4	CORE	Perform man overboard procedures
E4	CORE	Perform preventive maintenance on abandon ship equipment
E4	CORE	Perform preventive maintenance on davits
E4	CORE	Perform preventive maintenance on lifesaving equipment
E5	CORE	Perform rigging computations
E4	CORE	Perform small boat man overboard recovery procedures
E4	CORE	Plot distress signals, bearings, and ranges
E4	CORE	Plot man overboard positions
E4	CORE	Plot shipboard search patterns
E4	NON-CORE	Render calls on boatswain's pipe
E4	CORE	Repair abandon ship equipment
E4	CORE	Repair lifesaving equipment
E4	CORE	Repair synthetic and canvas products
E4	CORE	Report contacts (air, surface)
E4	CORE	Report information (audible, visual)
E4	CORE	Rig boat boom
E4	CORE	Rig davits
E4	CORE	Rig deck equipment
E4	CORE	Rig life lines
E4	CORE	Rig shipboard ladders
E4	CORE	Rig ship's brows and gangways
E5	CORE	Signal cranes
E4	CORE	Splice ship's lines
E5	CORE	Supervise crane evolutions

E5	CORE	Supervise davit evolutions
E5	CORE	Supervise deck evolutions
E5	CORE	Supervise shipboard man overboard recovery evolutions
E5	CORE	Supervise small boat man overboard recovery evolutions
E4	CORE	Test abandon ship equipment
E4	CORE	Test davits
E4	CORE	Test lifesaving equipment
E4	CORE	Tie basic knots, bends, and hitches
E4	CORE	Unrig boat boom
E4	CORE	Unrig davits
E4	CORE	Unrig deck equipment
E4	CORE	Unrig life lines
E4	CORE	Unrig shipboard ladders
E4	CORE	Unrig ship's brows and gangways

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Collect equipment and system status data
E4	CORE	Inspect work areas, tools, and electronic systems equipment
E4	CORE	Inventory controlled equipment
E4	CORE	Inventory Maintenance Assistance Modules (MAM)
E4	CORE	Issue Arms, Ammunition, and Explosive (AA&E) assets
E5	NON-CORE	Monitor contractor installations
E5	NON-CORE	Review technical briefs, notices, and bulletins
E5	CORE	Supervise controlled equipment inventories
E5	CORE	Supervise equipment and system level operations
E5	CORE	Supervise equipment and system level preventive maintenance
E5	CORE	Supervise Maintenance Assistance Modules (MAM) usage

MINE ASSEMBLY AND DISASSEMBLY

Paygrade	Task Type	Task Statements
E4	CORE	Install external exercise and training mine components
E4	CORE	Install external underwater target components
E4	CORE	Install internal exercise and training mine components
E4	CORE	Install internal service mine components
E4	CORE	Install service mine components for final preparation and flight
E4	CORE	Install service mine explosive components
E4	CORE	Install underwater target components for final preparation and flight
E5	CORE	Monitor exercise and training mine assemblies and disassemblies
E5	CORE	Monitor service mine assemblies and disassemblies
E5	CORE	Monitor underwater target assemblies and disassemblies
E4	CORE	Operate exercise and training mine systems
E4	CORE	Program exercise and training mines

E4	CORE	Program Target Detecting Devices (TDD)
E4	CORE	Refurbish underwater target and components
E4	CORE	Remove exercise and training mine components
E4	CORE	Remove external underwater target components
E4	CORE	Remove internal service mine components
E4	CORE	Remove service mine components for final preparation and flight
E4	CORE	Remove service mine explosive components
E4	CORE	Remove underwater target components for final preparation and flight
E4	CORE	Test service mine components
E4	CORE	Test underwater target components

MINE WARFARE (MIW) DECK OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Install minesweeping cutters
E4	CORE	Launch minesweeping gear
E4	CORE	Operate minesweeping winches and cranes
E4	CORE	Perform preventive maintenance on minesweeping gear
E4	CORE	Recover minesweeping gear
E4	CORE	Remove minesweeping cutters
E4	CORE	Rig minesweeping gear
E5	CORE	Supervise buoy recoveries for mine operations
E5	CORE	Supervise rigging buoys for mine operations
E4	CORE	Test minesweeping gear
E4	CORE	Unrig minesweeping gear

MINE WARFARE (MIW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Activate mission packages
E4	CORE	Deploy mission packages
E5	CORE	Direct buoy recoveries
E5	CORE	Evaluate plans developed with tactical decision aid software
E5	NON-CORE	Execute operational requirements on mine neutralization packages
E4	CORE	Identify objects with Mine Neutralization Vehicles (MNV)
E4	CORE	Interpret Mine Warfare (MIW) plots
E4	CORE	Launch Mine Neutralization Vehicles (MNV)
E4	CORE	Operate Mine Neutralization Vehicles (MNV)
E4	CORE	Operate tactical decision aid software
E4	CORE	Operate Umbilical Cable Handling System (UCHS)
E4	CORE	Operate Vehicle Handling System (VHS)
E4	CORE	Operate Vehicle Hydraulic Servicing Unit (HSU)
E4	CORE	Perform preventive maintenance on Mine Neutralization Systems (MNS)
E4	CORE	Plot Mine Warfare (MIW) symbologies
E4	CORE	Recover Mine Neutralization Vehicles (MNV)

E4	CORE	Repair Mine Neutralization Systems (MNS)
E4	CORE	Test Mine Neutralization Systems (MNS)
E4	CORE	Troubleshoot Mine Neutralization Systems (MNS)

NAVIGATION

Paygrade	Task Type	Task Statements
E4	CORE	Adjust radar scope presentation to align with navigation charts
E4	CORE	Calculate compensating and correcting courses and speeds
E4	CORE	Calculate maneuvering board solutions for scouting problems
E4	CORE	Calculate maneuvering board solutions for station changes
E4	CORE	Calculate maneuvering board solutions for wind problems
E4	CORE	Calculate maneuvering board solutions to determine avoidance courses
E4	CORE	Calculate maneuvering board solutions to determine Closest Point of Approach (CPA)
E4	CORE	Calculate maneuvering board solutions to determine surface contacts course and
E4	CORE	Calculate set and drift
E4	CORE	Compare lookout information with fix data and navigation plots
E4	CORE	Compare radar scope presentation with charts
E4	CORE	Compute advance and transfer for turns
E4	CORE	Compute course and speed made good
E4	CORE	Compute water depths for safe navigation
E4	CORE	Correct nautical charts
E4	CORE	Correlate lookout information with radar presentations
E5	CORE	Determine actions to avoid collisions at sea
E4	CORE	Determine gyrocompass errors by celestial observation
E4	CORE	Determine latitude and longitude from plotted positions on nautical charts
E4	CORE	Determine navigation requirements from operation orders
E4	CORE	Determine ship's position electronically
E4	CORE	Determine ship's position relative to Plan of Intended Movement (PIM)
E4	CORE	Determine variations on charts
E4	NON-CORE	Identify navigation aids
E4	CORE	Incorporate lookout information with navigation plot
E4	CORE	Maintain chart allowance inventories
E4	CORE	Measure fathometer readings against charts
E4	CORE	Operate electronic charting systems
E4	CORE	Operate electronic navigation systems
E4	CORE	Plot approved tracks
E4	CORE	Plot dead reckoning tracks
E4	CORE	Plot departure and approach points for great circle sailing
E4	CORE	Plot deviations and variations
E4	CORE	Plot diversion points for transit routes
E4	CORE	Plot navigation hazards

E4	CORE	Plot Plan of Intended Movement (PIM) tracks
E4	CORE	Plot ship's advance and transfer
E4	CORE	Plot ship's position during navigation detail
E4	CORE	Plot swept channels
E4	CORE	Prepare restricted water tracks
E4	CORE	Recommend action based on international or inland rules of the road
E5	NON-CORE	Review great circle sailing routes

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Inspect ordnance containers
E4	CORE	Inspect ordnance magazines and lockers
E4	CORE	Inspect ordnance materials
E4	CORE	Operate magazine equipment
E4	CORE	Operate magazine sprinkler systems
E4	CORE	Operate Material Handling Equipment (MHE)
E4	CORE	Operate Ordnance Handling Equipment (OHE)
E4	CORE	Pack ordnance
E4	CORE	Perform preventive maintenance on magazine equipment
E4	CORE	Perform preventive maintenance on magazine sprinkler systems
E4	CORE	Perform preventive maintenance on Material Handling Equipment (MHE)
E4	CORE	Perform preventive maintenance on ordnance containers
E4	CORE	Perform preventive maintenance on Ordnance Handling Equipment (OHE)
E4	CORE	Perform preventive maintenance on ordnance magazines and lockers
E4	CORE	Perform weapons casualty procedures
E4	CORE	Prepare ordnance for transporting
E4	CORE	Repair magazine equipment
E4	CORE	Repair magazine sprinkler systems
E4	CORE	Repair Material Handling Equipment (MHE)
E4	CORE	Repair Ordnance Handling Equipment (OHE)
E4	CORE	Stow ordnance
E6	CORE	Supervise magazine and locker inspections
E5	CORE	Supervise Material Handling Equipment (MHE) testing
E5	CORE	Supervise Ordnance Handling Evolutions (OHE)
E5	CORE	Supervise ordnance inspections
E5	CORE	Supervise ordnance stowage
E5	CORE	Supervise testing of ordnance handling equipment
E5	CORE	Supervise weapons casualty evolutions
E4	CORE	Test magazine sprinkler systems
E4	CORE	Test Material Handling Equipment (MHE)
E4	CORE	Test Ordnance Handling Equipment (OHE)
E4	CORE	Transfer ordnance

E4	CORE	Transport ordnance
E4	CORE	Troubleshoot magazine equipment
E4	CORE	Troubleshoot magazine sprinkler systems
E4	CORE	Troubleshoot Material Handling Equipment (MHE)
E4	CORE	Troubleshoot Ordnance Handling Equipment (OHE)
E4	CORE	Unpack ordnance

PAINTING AND PRESERVATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Inventory painting and preservation equipment
E4	NON-CORE	Issue painting and preservation equipment
E4	NON-CORE	Issue primer, paint, and non-skid
E4	CORE	Perform preventive maintenance on painting and preservation equipment
E4	NON-CORE	Repair painting and preservation equipment
E5	NON-CORE	Supervise painting and preservation evolutions
E4	NON-CORE	Test painting and preservation equipment
E4	NON-CORE	Troubleshoot painting and preservation equipment

SMALL BOAT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Identify small boat identity, markings, and insignias
E4	CORE	Identify sound signals
E4	CORE	Launch small boats
E4	CORE	Moor small boats
E4	CORE	Operate small boats
E4	CORE	Perform preventive maintenance on small boat (davits, equipment, hull)
E4	CORE	Plot navigational courses
E4	CORE	Prepare small boats
E4	CORE	Recover small boats
E4	CORE	Repair small boat equipment
E4	CORE	Repair small boat hulls
E5	CORE	Supervise small boat operations
E4	CORE	Test small boat equipment

SONAR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Operate fathometer systems
E4	CORE	Operate mine hunting sonar systems
E4	CORE	Operate range prediction equipment
E4	CORE	Operate Side Scan Sonar (SSS) systems
E4	CORE	Operate sonar winch systems
E4	CORE	Operate underwater communication systems
E4	CORE	Perform preventive maintenance on fathometer systems
E4	CORE	Perform preventive maintenance on mine hunting sonar systems

E4	CORE	Perform preventive maintenance on range prediction equipment
E4	CORE	Perform preventive maintenance on Side Scan Sonar (SSS) systems
E4	CORE	Perform preventive maintenance on sonar winch systems
E4	CORE	Perform preventive maintenance on underwater communication systems
E4	CORE	Repair fathometer systems
E4	CORE	Repair mine hunting sonar systems
E4	CORE	Repair range prediction equipment
E4	CORE	Repair Side Scan Sonar (SSS) systems
E4	CORE	Repair sonar winch systems
E4	CORE	Repair underwater communication systems
E4	CORE	Test fathometer systems
E4	CORE	Test mine hunting sonar systems
E4	CORE	Test range prediction equipment
E4	CORE	Test Side Scan Sonar (SSS) systems
E4	CORE	Test sonar winch systems
E4	CORE	Test underwater communication systems
E4	CORE	Troubleshoot fathometer systems
E4	CORE	Troubleshoot mine hunting sonar systems
E4	CORE	Troubleshoot range prediction equipment
E4	CORE	Troubleshoot Side Scan Sonar (SSS) systems
E4	CORE	Troubleshoot sonar winch systems
E4	CORE	Troubleshoot underwater communication systems

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Align weapons systems and combat systems equipment
E4	CORE	Identify Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) effects
E4	NON-CORE	Interpret blueprints and ship's drawings
E4	NON-CORE	Interpret electronic schematics
E4	NON-CORE	Interpret mechanical drawings
E4	NON-CORE	Interpret technical manuals
E4	CORE	Operate General Purpose Test Equipment (GPTE)
E4	CORE	Operate Special Purpose Test Equipment (SPTE)
E4	CORE	Perform basic soldering on electrical and electronic equipment
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures to energize/de-energize equipment
E4	CORE	Perform corrosion prevention and control procedures
E4	CORE	Perform digital logic numeric conversions
E4	CORE	Perform preventive maintenance on fiber optic cables and connectors
E4	CORE	Perform preventive maintenance on interconnecting cables and connectors
E4	CORE	Perform six step troubleshooting techniques
E4	CORE	Repair fiber optic cables and connectors

E4	CORE	Repair interconnecting cables and connectors
E4	CORE	Repair valves
E4	CORE	Test fiber optic cables and connectors
E4	CORE	Test interconnecting cables and connectors
E4	CORE	Test valves
E4	CORE	Troubleshoot Alternating Current (AC) circuits
E4	CORE	Troubleshoot digital circuits
E4	CORE	Troubleshoot Direct Current (DC) circuits
E4	CORE	Troubleshoot fiber optic cables and connectors
E4	CORE	Troubleshoot interconnecting cables and connectors
E4	CORE	Troubleshoot power supplies
E4	CORE	Troubleshoot Radio Frequency (RF) circuits
E4	CORE	Troubleshoot valves

UNDERWAY REPLENISHMENT (UNREP)

Paygrade	Task Type	Task Statements
E4	CORE	Determine position using phone and distance line
E4	CORE	Operate cargo receiving rigs
E4	CORE	Operate fueling receiving rigs
E4	CORE	Perform personnel transfer at sea
E4	CORE	Perform preventive maintenance on replenishment equipment
E4	CORE	Repair replenishment equipment
E4	CORE	Rig cargo replenishment stations
E4	CORE	Rig for personnel transfer at sea
E4	CORE	Rig fueling replenishment stations
E4	CORE	Send and receive fueling at sea signals
E4	CORE	Send and receive replenishment at sea signals
E5	CORE	Supervise cargo replenishment rig evolutions
E5	CORE	Supervise fueling rig evolutions
E5	CORE	Supervise personnel transfer at sea
E4	CORE	Test replenishment equipment
E4	CORE	Troubleshoot replenishment equipment
E4	CORE	Unrig cargo replenishment stations
E4	CORE	Unrig from personnel transfer at sea
E4	CORE	Unrig fueling replenishment stations

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Align systems to Commanding Officer's (CO) tactical orders
E4	CORE	Configure systems for normal operations
E4	CORE	Configure systems for training operations
E4	CORE	Decode tactical signals
E4	CORE	Document external communications

E4	CORE	Encode tactical signals
E4	NON-CORE	Execute Commanding Officer's (CO) tactical orders
E4	NON-CORE	Execute warfare commanders intentions
E4	CORE	Make operational and situational reports
E4	NON-CORE	Manage data base information
E4	CORE	Monitor external communications
E5	CORE	Operate Command, Control, Computer, Communication, and Intelligence (C4I) systems
E4	CORE	Operate Common Post Mission Analysis (CPMA) systems
E4	CORE	Perform external communications (radios, telephones, ship-to-ship, and ship-to-shore)
E4	CORE	Perform internal communications (verbal communications, sound powered telephones, and Internal Voice Communication Systems (IVCS))
E4	CORE	Prepare Combat Information Center (CIC) for special evolutions
E4	NON-CORE	Review combat systems equipment status
E4	NON-CORE	Review tactical operations data
E4	NON-CORE	Review threat weapons data
E4	NON-CORE	Review watch-related operation references
E5	NON-CORE	Supervise Common Post Mission Analysis (CPMA) operations
E4	CORE	Test communications systems
E4	CORE	Transition Combat Information Center (CIC) between conditions of readiness
E4	CORE	Update plotting and status boards
E4	NON-CORE	Verify equipment alignment according to Emission Control (EMCON) plans

Job Title **Job Code**

Mine Warfare Manager 003737

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Transportation and Material Moving	TBD	MINE WARFARE MANAGER	MINE MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MN	As assigned to Job

Job Description

Mine Warfare Managers supervise mine maintenance and mine upgrades/downgrades; supervise ordnance handling and mine equipment; monitor issue/turn-ins of logistics material, and control maintenance of magazines, ready service lockers, and inert storage areas; support ships tactical operations utilizing sophisticated computer, sensor, and communications systems; conduct precision navigation and chart maintenance; operate and maintain Mine Countermeasures (MCM) systems to locate and neutralize sea mines; utilize basic understanding of physical oceanography and bathymetric measuring devices; employ internal and external communication devices and circuits; review various log keeping and administrative functions associated with Combat Systems employment; manage the assembly, disassembly, rigging, and unrigging of deck equipment in support of MCM, Underway Replenishment (UNREP), towing, salvage, Search and Rescue (SAR), and ship navigation operations; teach basic marlinspike seamanship; supervise operations and maintenance of deck equipment; and oversee shipboard preservation.

DoD Relationship

Group Title	*DoD Code*
Mines and Degaussing	164700

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors/Managers of Transportation and Material-Moving Machine and Vehicle Operators	53-1031.00	Transportation and Material Moving

Skills	Abilities
Monitoring	*Deductive Reasoning*
Operation and Control	*Problem Sensitivity*
Coordination	*Speed of Closure*
Management of Material Resources	*Oral Expression*
Management of Personnel Resources	*Written Comprehension*
Quality Control Analysis	*Written Expression*
Reading Comprehension	*Information Ordering*
Writing	*Inductive Reasoning*
Critical Thinking	*Selective Attention*
Instructing	*Arm-Hand Steadiness*

ANCHORING, MOORING, AND TOWING

Paygrade	Task Type	Task Statements
E6	CORE	Determine required scope of anchor chain
E7	CORE	Monitor anchoring evolutions
E6	CORE	Monitor mooring and getting underway evolutions
E7	CORE	Monitor towing evolutions
E6	CORE	Supervise towing evolutions

CREW-SERVED WEAPONS AND SMALL ARMS

Paygrade	Task Type	Task Statements
E6	CORE	Manage crew-served weapons qualifications
E6	CORE	Manage small arms inventories
E6	CORE	Manage small arms qualifications
E6	NON-CORE	Qualify personnel in the use of crew-served weapons
E6	NON-CORE	Qualify personnel in the use of small arms

E6	NON-CORE	Train personnel in the use of crew-served weapons
E6	CORE	Train personnel in the use of pyrotechnics
E6	NON-CORE	Train personnel in the use of small arms

DECK SEAMANSHIP

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate Search and Rescue (SAR) teams
E6	NON-CORE	Coordinate shipboard honors and ceremonies
E6	CORE	Monitor crane evolutions
E7	CORE	Monitor deck evolutions
E6	CORE	Monitor shipboard man overboard recovery evolutions
E6	CORE	Monitor small boat man overboard recovery evolutions

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve equipment installations and alterations
E6	NON-CORE	Coordinate equipment certifications
E6	CORE	Maintain Arms, Ammunition, and Explosive (AA&E) programs
E7	CORE	Maintain equipment and test logs
E6	CORE	Manage Arms, Ammunition, and Explosive (AA&E) assets
E6	CORE	Manage controlled equipment
E6	NON-CORE	Manage electronic systems configuration
E6	NON-CORE	Manage work center equipment and system level administration
E6	CORE	Manage weapons and combat systems equipment alignment
E6	CORE	Monitor contractor testing of equipment
E6	CORE	Receive custody of Arms, Ammunition, and Explosive (AA&E) assets
E6	NON-CORE	Supervise installations and alterations of equipment

MINE ASSEMBLY AND DISASSEMBLY

Paygrade	Task Type	Task Statements
E7	CORE	Manage exercise and training mine assemblies and disassemblies
E7	CORE	Manage service mine assemblies and disassemblies
E7	CORE	Manage underwater target assemblies and disassemblies
E6	CORE	Supervise exercise and training mine assemblies and disassemblies
E6	CORE	Supervise service mine assemblies and disassemblies
E6	CORE	Supervise underwater target assemblies and disassemblies

MINE WARFARE (MIW) DECK OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Supervise minesweeping evolutions

MINE WARFARE (MIW) OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate mine countermeasures evolutions
E6	CORE	Coordinate Mine Neutralization Vehicles (MNV) support operations

E7	CORE	Develop mine countermeasures plans
E6	CORE	Evaluate undersea contact information
E6	CORE	Manage Mine Warfare (MIW) operations
E6	CORE	Monitor Mine Neutralization Vehicles (MNV) launch and recoveries

NAVIGATION

Paygrade	Task Type	Task Statements
E6	NON-CORE	Review construction of swept channels
E6	NON-CORE	Review nautical chart corrections
E6	NON-CORE	Review prepared nautical charts
E6	CORE	Supervise navigation teams during navigation detail

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate ordnance handling evolutions
E7	CORE	Manage magazine and locker inspections
E7	CORE	Manage ordnance handling evolutions
E7	CORE	Manage ordnance stowage
E6	CORE	Monitor ordnance handling evolutions
E6	CORE	Monitor ordnance inspections
E6	CORE	Monitor weapons casualty evolutions
E6	CORE	Supervise magazine and locker inspections
E6	CORE	Supervise testing of magazine sprinkler systems

SMALL BOAT OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Monitor small boat evolutions

UNDERWAY REPLENISHMENT (UNREP)

Paygrade	Task Type	Task Statements
E6	CORE	Manage cargo replenishment evolutions
E7	CORE	Manage fueling at sea replenishment evolutions
E7	CORE	Monitor cargo replenishment evolutions
E6	CORE	Monitor fueling at sea replenishment evolutions
E7	CORE	Monitor personnel transfer at sea

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Coordinate distribution of tactical information
E6	CORE	Direct transition of Combat Information Center (CIC) between conditions of readiness
E7	CORE	Evaluate Common Post Mission Analysis (CPMA) data
E6	CORE	Manage Combat Information Center (CIC) during casualty conditions
E6	CORE	Monitor Combat Information Center (CIC) watch team performance
E6	NON-CORE	Review Commanding Officer's tactical orders

E6	NON-CORE	Review Rules of Engagement (ROE)
E6	CORE	Supervise Combat Information Center (CIC) during special evolutions
E6	CORE	Supervise equipment alignment according to Emission Control (EMCON) plans
E6	NON-CORE	Verify systems alignment to Commanding Officer's (CO) tactical orders

CHAPTER 53

MACHINERY REPAIRMAN (MR)

NAVPERS 18068-53E
CH-65

Updated: January 2016

TABLE OF CONTENTS
MACHINERY REPAIRMAN (MR)

SCOPE OF RATING	MR-3
GENERAL INFORMATION	MR-4
MACHINERY REPAIR APPRENTICE	MR-5
FABRICATIONS AND MANUFACTURING	MR-5
MACHINE OPERATIONS	MR-6
PRE-MANUFACTURING PREPARATIONS	MR-6
PUMPS AND VALVES	MR-7
QUALITY ASSURANCE	MR-7
SHOP OPERATIONS	MR-7
MACHINERY REPAIR JOURNEYMAN	MR-8
FABRICATIONS AND MANUFACTURING	MR-8
MACHINE OPERATIONS	MR-9
PRE-MANUFACTURING PREPARATIONS	MR-9
PUMPS AND VALVES	MR-10
QUALITY ASSURANCE	MR-10
SHOP OPERATIONS	MR-10

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

MACHINERY REPAIRMAN (MR)

SCOPE OF RATING

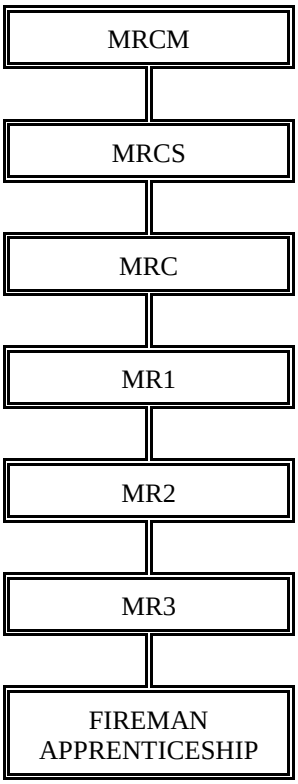
Machinery Repairmen (MR) are skilled machinists; manufacture replacement parts to enable repairs or overhaul to ship's engines and auxiliary systems while the ship is out to sea and in port; perform organizational and intermediate maintenance on assigned equipment; skillful use of Computer Numerically Controlled (CNC) machines, Computer Aided Drafting (CAD), lathes, milling machines, boring mills, grinders, power hack saws, drill presses, and other machine tools required to fabricate and manufacture parts and equipment; and utilize portable machinery, hand tools, and measuring instruments to perform work outside the shop

---

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 53.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Machinery Repairman Apprentice 003156

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Production	TBD	MACHINERY REPAIRMAN APPRENTICE	MR APPRENTICE

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MR	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Machinery Repairmen Apprentices manufacture replacement parts and repair or overhaul ship's engines and auxiliary systems; work on deck equipment, including winches and hoists, condensers, and heat exchange devices; occasionally operate main propulsion and auxiliary machinery; perform machine shop and repair duties; repair and operate auxiliary machinery, including calculating time and material needed for machine shop work and repair of auxiliary machinery; draw sketches and prepare specifications for replacement parts; produce replacement parts from sketches and specifications; operate machine shop equipment, such as lathes, drill presses, shapers, bench grinders, milling machines, boring mills, and power hacksaws; work with precision measuring instruments such as micrometers, depth gauges, vernier calipers, gauge blocks, protractors, and dial indicators; operate engravers; and work under the supervision of a mentor while learning the trade

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Machinists	170200	Machinists	51-4041.00	Production

Skills	Abilities
Equipment Selection	*Finger Dexterity*
Management of Material Resources	*Manual Dexterity*
Technology Design	*Control Precision*
Operation and Control	*Written Comprehension*
Repairing	*Arm-Hand Steadiness*
Operation Monitoring	*Wrist-Finger Speed*
Coordination	*Written Expression*
Quality Control Analysis	*Mathematical Reasoning*
Reading Comprehension	*Category Flexibility*
Writing	*Flexibility of Closure*

FABRICATIONS AND MANUFACTURING

Paygrade	Task Type	Task Statements
E4	CORE	Balance grinding wheels
E4	CORE	Grind machine shop single point tools
E4	CORE	Machine bearing surfaces
E4	CORE	Machine couplings from castings
E5	CORE	Machine impellers from castings
E4	CORE	Machine system zincs
E4	CORE	Machine valve disks
E4	CORE	Machine valve hand wheels from castings
E4	CORE	Manufacture brackets and supports
E4	CORE	Manufacture deck bolts
E4	CORE	Manufacture deck plugs
E4	CORE	Manufacture deck sockets
E4	CORE	Manufacture equipment and system bushings
E4	CORE	Manufacture equipment and system fittings

E4	CORE	Manufacture equipment mandrels
E5	CORE	Manufacture equipment wearing rings
E4	CORE	Manufacture gauge plugs
E4	CORE	Manufacture hatch dogs
E4	CORE	Manufacture machinery pulleys
E4	CORE	Manufacture machinery shafts
E4	CORE	Manufacture machinery shims
E4	CORE	Manufacture machinery spacers
E4	CORE	Manufacture metal and non-metal pins
E4	CORE	Manufacture pad eyes
E4	CORE	Manufacture shaft keys
E4	CORE	Manufacture stanchion bolts
E4	CORE	Manufacture strainer plugs
E4	CORE	Manufacture system flanges
E4	CORE	Manufacture threaded sleeve sounding tubes
E5	CORE	Repair end bell housings

MACHINE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Cut square and hexagonal holes
E4	CORE	Determine surface finishes using surface roughness scales
E4	CORE	Dial in bores using dial fingers
E4	CORE	Dial in pump casings on horizontal boring mills
E4	CORE	Dial in shafts on lathes
E4	CORE	Dial in shafts on mills
E4	CORE	Disintegrate metal parts
E4	CORE	Drill out system parts
E4	CORE	Machine out-of-round surfaces
E4	CORE	Perform broaching procedures
E4	CORE	Perform draw filing
E4	CORE	Perform indexing procedures
E4	CORE	Perform precision measurements

PRE-MANUFACTURING PREPARATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate areas and volumes
E4	CORE	Conduct equipment pre-operational checks
E4	CORE	Design special tools and adapters
E4	NON-CORE	Identify plastics
E4	CORE	Layout equipment templates
E4	CORE	Layout geometric construction work

E4	CORE	Layout valve flange bolt holes
E4	CORE	Measure clearances
E4	NON-CORE	Read blueprints
E4	CORE	Set up drilling machines

PUMPS AND VALVES

Paygrade	Task Type	Task Statements
E4	CORE	Repair bearing surfaces
E4	CORE	Repair couplings
E4	CORE	Repair impellers
E4	CORE	Repair pump casing and casing rings
E4	CORE	Repair pump housing surfaces
E4	CORE	Repair pump shafts and sleeves
E4	CORE	Repair pump wearing rings
E4	CORE	Repair strainer bodies
E4	CORE	Repair threads
E4	CORE	Repair valve disks
E4	CORE	Repair valve hand wheels
E4	CORE	Repair valve seats
E4	CORE	Replace damaged or broken studs

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Prepare Quality Assurance (QA) repair forms

SHOP OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Check surfaces for squareness
E4	CORE	Conduct metal hardness tests
E4	CORE	Conduct metal identification tests
E4	CORE	Engrave miscellaneous equipage
E4	CORE	Maintain precision measuring instrument calibration logs
E4	CORE	Maintain shop equipment
E4	CORE	Maintain tools and calibrated instruments
E4	CORE	Perform layout and bench work
E4	NON-CORE	Perform machine shop mathematics
E4	CORE	Sandblast miscellaneous equipage
E4	CORE	Sharpen drill bits

Job Title **Job Code**

Machinery Repairman Journeyman 003381

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Production	TBD	MACHINERY REPAIR JOURNEYMAN	MR JOURNEYMAN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MR	May include NEC's 4402, 4404

Job Description

Machinery Repairmen Journeymen are skilled machinists; manufacture replacement parts and repair or overhaul ship's engines and auxiliary systems; work on deck equipment, including winches and hoists, condensers, and heat exchange devices; occasionally operate main propulsion and auxiliary machinery; perform machine shop and repair duties; repair and operate auxiliary machinery, including calculating time and material needed for machine shop work and repair of auxiliary machinery; draw sketches; perform Computer Aided Drafting (CAD); prepare specifications for replacement parts; produce replacement parts from sketches and specifications; operate machine shop equipment, such as lathes, drill presses, shapers, bench grinders, milling machines, boring mills, and power hacksaws; operate Computer Numerically Controlled (CNC) machinery; work with precision measuring instruments such as micrometers, depth gauges, vernier calipers, gauge blocks, protractors, and dial indicators; operate engravers; and are expected to perform work independently and mentor Machinery Repair Apprentices.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Machinists	170200	Machinists	51-4041.00	Production

Skills	Abilities
Equipment Selection	*Finger Dexterity*
Operation and Control	*Manual Dexterity*
Management of Material Resources	*Control Precision*
Repairing	*Written Comprehension*
Operation Monitoring	*Written Expression*
Technology Design	*Arm-Hand Steadiness*
Reading Comprehension	*Information Ordering*
Writing	*Wrist-Finger Speed*
Coordination	*Flexibility of Closure*
Quality Control Analysis	*Oral Comprehension*

FABRICATIONS AND MANUFACTURING

Paygrade	Task Type	Task Statements
E4	CORE	Balance grinding wheels
E4	CORE	Grind machine shop single point tools
E4	CORE	Machine bearing surfaces
E4	CORE	Machine couplings from castings
E5	CORE	Machine end bell housing surfaces
E5	CORE	Machine pump casing rings
E5	CORE	Machine pump casings
E5	CORE	Machine pump housing surfaces
E5	CORE	Machine pump shaft sleeves
E5	CORE	Machine pump shafts
E5	CORE	Machine pump wearing rings
E5	CORE	Machine strainer bodies
E5	CORE	Machine valve seats
E5	CORE	Machine valve surfaces
E5	CORE	Manufacture bevel gears

E5	CORE	Manufacture helical gears
E4	CORE	Manufacture machinery splines
E5	CORE	Manufacture machinery sprockets
E5	CORE	Manufacture spur gears
E5	CORE	Manufacture stub tooth gears
E5	CORE	Manufacture worm gears
E5	CORE	Manufacture worm wheels

MACHINE OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Determine surface finishes using surface roughness scales
E4	CORE	Dial in bores using dial fingers
E4	CORE	Dial in pump casings on horizontal boring mills
E4	CORE	Dial in shafts on lathes
E4	CORE	Dial in shafts on mills
E5	CORE	Machine angles on vertical turret lathes
E5	CORE	Machine parts using Computer Numerically Controlled (CNC) machines
E4	CORE	Machine parts using milling attachments on lathes
E5	CORE	Operate portable equipment
E5	CORE	Perform Computer Aided Drafting (CAD)/Computer Automated Machining (CAM)
E4	CORE	Perform fly cutting
E4	CORE	Perform precision measurements

PRE-MANUFACTURING PREPARATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate areas and volumes
E4	CORE	Design special tools and adapters
E4	CORE	Draft manufacturing blueprints from sample parts
E4	NON-CORE	Identify plastics
E5	NON-CORE	Operate honing equipment
E5	CORE	Set up Computer Numerically Controlled (CNC) machines
E5	CORE	Set up cylindrical grinders
E4	CORE	Set up flange refacing machines
E5	NON-CORE	Set up planer equipment
E5	NON-CORE	Set up portable electroplating equipment
E5	CORE	Set up surface grinders
E5	CORE	Set up tool and cutter grinders

PUMPS AND VALVES

Paygrade	Task Type	Task Statements
E5	CORE	Conduct blue checks
E4	CORE	Repair bearing surfaces
E4	CORE	Repair couplings
E4	CORE	Repair impellers
E4	CORE	Repair pump casing and casing rings
E4	CORE	Repair pump housing surfaces
E4	CORE	Repair pump shafts and sleeves
E4	CORE	Repair pump wearing rings
E4	CORE	Repair strainer bodies
E4	CORE	Repair valve disks
E4	CORE	Repair valve hand wheels
E4	CORE	Repair valve seats

QUALITY ASSURANCE

Paygrade	Task Type	Task Statements
E6	CORE	Develop Controlled Work Packages (CWP)
E6	CORE	Develop Formal Work Packages (FWP)
E5	CORE	Document Quality Assurance (QA) repair form findings
E4	NON-CORE	Identify controlled materials
E5	CORE	Prepare Quality Assurance (QA) repair forms
E7	CORE	Review Controlled Work Packages (CWP)
E7	CORE	Review Formal Work Packages (FWP)
E5	CORE	Store controlled materials
E5	CORE	Update Quality Assurance (QA) repair forms
E7	CORE	Verify Quality Assurance (QA) repair forms

SHOP OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Analyze equipment malfunctions
E4	CORE	Check surfaces for squareness
E6	NON-CORE	Conduct machine operation seminars
E4	CORE	Conduct metal hardness tests
E4	CORE	Conduct metal identification tests
E4	CORE	Determine surface roughness
E5	CORE	Develop computer-aided machining programs
E6	CORE	Draft production schedules
E7	CORE	Draft shop policies
E5	CORE	Heat treat metals
E7	CORE	Manage production schedules
E4	NON-CORE	Perform machine shop mathematics

CHAPTER 54

CULINARY SPECIALIST
(CS)

NAVPERS 18068D-54F
CH-54

Updated: April 2013

TABLE OF CONTENTS
CULINARY SPECIALIST (CS)

SCOPE OF RATING	CS-3
GENERAL INFORMATION	CS-4
LEADING CULINARY SPECIALIST	CS-5
FOOD PREPARATION	CS-5
SANITATION	CS-5
SUPPLY	CS-5
TECHNICAL ADMINISTRATION	CS-6
TECHNICAL MANAGEMENT	CS-6
CULINARY SPECIALIST	CS-7
DINING FACILITY MANAGEMENT	CS-7
FOOD PREPARATION	CS-8
SANITATION	CS-8
SUPPLY	CS-9
TECHNICAL ADMINISTRATION	CS-9
TECHNICAL MANAGEMENT	CS-9

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

CULINARY SPECIALIST (CS)

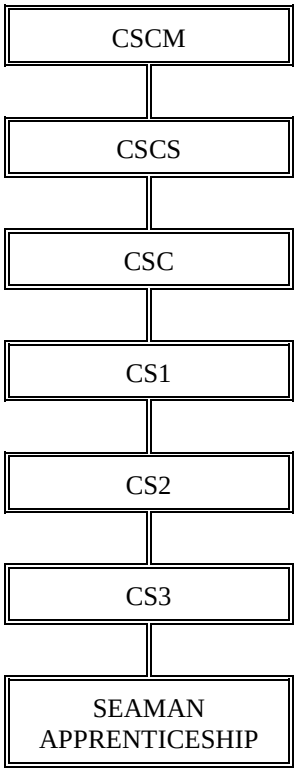
SCOPE OF RATING

Culinary Specialists (CS) operate and manage Navy messes, afloat and ashore, established to subsist Naval personnel; estimate quantities and types of food items required; assist Supply Officers in ordering and stowage of subsistence items and procurement of equipment and mess gear; check delivery for quantity and assist medical personnel in inspection for quality; prepare menus; plan, prepare, and serve meals; maintain food service spaces and associated equipment, including storerooms and refrigerated spaces, in a clean and sanitary condition; maintain records of financial transactions; and submit required reports.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 54.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

NEBC Job Title

Leading Culinary Specialist

NEBC Job Code

001007

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Food Preparation and Serving Related	TBD	LEADING CULINARY SPECIALIST	LCU SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CS	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Leading Culinary Specialists provide overall management of galley operations and financial accountability of shore and afloat food service operations; ensure cleanliness is maintained in all food service spaces; and emphasize customer service in all aspects of the food service division.

DoD Relationship

Group Title	*DoD Code*
Food Service, General	180000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Chefs and Head Cooks	35-1011.00	Food Preparation and Serving Related

Skills

Management of Material Resources
Monitoring
Systems Analysis
Management of Financial Resources
Quality Control Analysis
Critical Thinking
Management of Personnel Resources
Active Listening
Service Orientation
Systems Evaluation

Abilities

Information Ordering
Deductive Reasoning
Written Expression
Oral Expression
Mathematical Reasoning
Problem Sensitivity
Written Comprehension
Inductive Reasoning
Originality
Category Flexibility

FOOD PREPARATION

Paygrade	Task Type	Task Statements
E4	CORE	Recommend menu changes

SANITATION

Paygrade	Task Type	Task Statements
E5	CORE	Conduct sanitation inspections
E5	CORE	Inspect food service personnel hygiene
E5	CORE	Inspect mess facility equipment
E4	CORE	Report insect and pest infestations

SUPPLY

Paygrade	Task Type	Task Statements
E6	CORE	Adjust food item high and low limits
E5	CORE	Maintain food service key logs
E5	CORE	Manage store onloads and offloads
E6	CORE	Manage subsistence provisions
E6	CORE	Purchase appropriated fund supplies
E6	CORE	Purchase non-appropriated fund supplies

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Analyze food production data
E7	CORE	Compare daily food costs to monetary allowance
E6	CORE	Develop contingency feeding plans (battle messing)
E5	CORE	Evaluate meal programs
E5	CORE	Input data into Food Service Management (FSM) system
E7	CORE	Review contingency feeding plans (battle messing)

TECHNICAL MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Audit financial records
E6	CORE	Audit food service inventories
E7	CORE	Coordinate special food service events
E7	CORE	Evaluate dining facility operations for accreditation
E6	CORE	Manage food productions
E7	CORE	Manage food service budgets
E7	CORE	Manage food service key inventory logs
E7	CORE	Manage food service programs
E7	CORE	Manage Hazard Analysis Critical Control Points (HACCP) programs
E6	CORE	Manage insect and pest infestation prevention programs
E6	CORE	Manage meal evaluation programs
E7	CORE	Manage menu planning boards
E6	CORE	Manage menu review boards
E7	CORE	Manage Mess Decks Master-at-Arms (MDMAA) duties and responsibilities
E6	CORE	Manage special food service event schedules
E6	NON-CORE	Manage stateroom inspections
E7	CORE	Revise food preparation procedures

NEBC Job Title

Culinary Specialist

NEBC Job Code

002609

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Food Preparation and Serving Related	TBD	CULINARY SPECIALIST	CUL SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CS	Not applicable, based upon the NEC assigned to the job (if any).

Job Description

Culinary Specialists prepare menus; plan, prepare, and serve meals; maintain food service spaces and associated equipment, including storerooms and refrigerated spaces, in a clean and sanitary condition; maintain records of financial transactions and submit required reports; and maintain, oversee, and manage quarters afloat and ashore.

DoD Relationship

Group Title	*DoD Code*
Food Service, General	180000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Cooks, Institution and Cafeteria	35-2012.00	Food Preparation and Serving Related

Skills

Management of Material Resources
Monitoring
Operation and Control
Reading Comprehension
Quality Control Analysis
Equipment Selection
Critical Thinking
Learning Strategies
Mathematics
Systems Analysis

Abilities

Written Comprehension
Oral Comprehension
Written Expression
Problem Sensitivity
Manual Dexterity
Deductive Reasoning
Information Ordering
Oral Expression
Gross Body Coordination
Finger Dexterity

DINING FACILITY MANAGEMENT

Paygrade	Task Type	Task Statements
E4	NON-CORE	Execute contingency feeding plans (battle messing)
E4	CORE	Monitor serving line food temperatures
E4	CORE	Portion individual servings
E4	CORE	Serve foods
E4	CORE	Serve meals under abnormal conditions
E4	CORE	Set up and breakdown mess decks
E4	CORE	Set up and breakdown sculleries and deep sinks
E4	CORE	Set up and breakdown serving lines
E4	CORE	Set up and breakdown wardroom settings

FOOD PREPARATION

Paygrade	Task Type	Task Statements
E4	CORE	Bake food products
E4	CORE	Boil food products
E4	CORE	Braise food products
E4	NON-CORE	Broil food products
E4	CORE	Calculate recipe conversions
E4	CORE	Carve meats
E4	CORE	Chill food products
E4	CORE	Conduct food quality assurance checks
E4	CORE	Create garnishes
E4	CORE	Cut vegetables
E4	CORE	Decorate cakes
E4	CORE	Fry food products
E4	CORE	Grill food products
E4	CORE	Operate food service equipment
E4	CORE	Prepare bakery products
E4	CORE	Recommend menu changes
E4	CORE	Review recipes
E4	CORE	Sauté food products
E4	CORE	Steam food products

SANITATION

Paygrade	Task Type	Task Statements
E4	CORE	Clean beverage dispensers
E4	CORE	Clean food preparation equipment
E4	CORE	Clean food service areas
E4	CORE	Clean food storage areas
E4	CORE	Clean galley utensils
E4	CORE	Clean refrigerated spaces
E5	CORE	Conduct sanitation inspections
E4	CORE	Contain blood-borne pathogen exposures
E4	CORE	Dispose of contaminated foods
E5	CORE	Inspect food service personnel hygiene
E5	CORE	Inspect issued foods
E5	CORE	Inspect leftover foods
E5	CORE	Inspect mess facility equipment
E5	CORE	Inspect scullery operations
E5	CORE	Monitor food handling
E5	CORE	Monitor food serving lines
E4	CORE	Monitor Hazard Analysis Critical Control Points (HACCP) program
E4	CORE	Report insect and pest infestations
E4	CORE	Sort waste

SUPPLY

Paygrade	Task Type	Task Statements
E4	CORE	Breakout daily menu food items
E4	CORE	Breakout supplemental food items
E4	CORE	Inspect subsistence provisions
E4	CORE	Inventory consumables
E4	CORE	Inventory subsistence provisions
E4	CORE	Issue food service consumables
E4	CORE	Issue subsistence provisions
E5	CORE	Maintain food service key logs
E5	CORE	Manage store onloads and offloads
E6	CORE	Manage subsistence provisions
E4	CORE	Organize supply storerooms
E6	CORE	Purchase appropriated fund supplies
E6	CORE	Purchase non-appropriated fund supplies
E4	CORE	Receive subsistence provisions
E5	CORE	Requisition consumables
E5	CORE	Requisition food items

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Conduct receipt inspections
E5	CORE	Evaluate meal programs
E4	CORE	Input daily food preparation worksheets data
E5	CORE	Input data into Food Service Management (FSM) system
E4	CORE	Maintain temperature logs
E4	CORE	Post food nutritional contents
E6	CORE	Review meal evaluation programs

TECHNICAL MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Audit food service inventories
E5	NON-CORE	Inspect staterooms
E6	CORE	Recommend food waste corrective actions

CHAPTER 54

CULINARY SPECIALIST
(CS)

NAVPERS 18068-54D
CH-38

CULINARY SPECIALIST (CS) TABLE OF CONTENTS

SCOPE OF RATING	CS-3
GENERAL INFORMATION	CS-4
CULINARY SPECIALIST	CS-5
DINING FACILITY SETUP/SERVE	CS-5
FOOD PREPARATION	CS-6
MENUS	CS-8
NUTRITION	CS-9
SANITATION	CS-9
SUPPLY	CS-11
TECHNICAL ADMINISTRATION	CS-12
TECHNICAL MANAGEMENT	CS-13
LEADING CULINARY SPECIALIST	CS-14
DINING FACILITY SETUP/SERVE	CS-14
FOOD PREPARATION	CS-14
MENUS	CS-14
SANITATION	CS-15
SUPPLY	CS-15
TECHNICAL ADMINISTRATION	CS-15
TECHNICAL MANAGEMENT	CS-16

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

CULINARY SPECIALIST (CS)

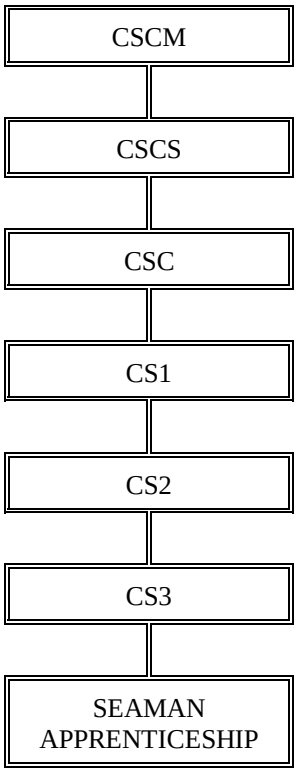
SCOPE OF RATING

Culinary Specialists (CS) operate and manage Navy messes, afloat and ashore, established to subsist Naval personnel; estimate quantities and types of food items required; assist Supply Officers in ordering and stowage of subsistence items and procurement of equipment and mess gear; check delivery for quantity and assist medical personnel in inspection for quality; prepare menus; plan, prepare, and serve meals; maintain food service spaces and associated equipment in a clean and sanitary condition, including storerooms and refrigerated spaces; maintain records of financial transactions; and submit required reports.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 54.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

SPECIAL PHYSICAL REQUIREMENTS

None

CITIZENSHIP/SECURITY REQUIREMENTS

None

OTHER REQUIREMENTS

For rating entry requirements, refer to MILPERSMAN 1306-618

SAFETY

The observance of proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Culinary Specialist

Job Code

002609

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Food Preparation and Serving Related	3500-2012.00	CULINARY SPECIALIST	CUL SPEC

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	CS	A/J	Not applicable, based upon the NEC assigned to the job (if any)

Job Description

Culinary Specialists prepare menus; plan, prepare, and serve meals; maintain food service spaces and associated equipment in a clean and sanitary condition, including storerooms and refrigerated spaces; maintain records of financial transactions; and submit required reports.

DoD Relationship	O	*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Food Service, General	180000	Cooks, Institution and Cafeteria	Food Preparation and Serving Related
180	18	35-2012.00	35

DINING FACILITY SETUP/SERVE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Break down mess decks		
			Management of Material Resources	*Written Comprehension*
			Service Orientation	*Oral Comprehension*
E4	CORE	Break down sculleries and deep sinks		
			Management of Material Resources	*Manual Dexterity*
			Service Orientation	*Oral Comprehension*
E4	CORE	Break down serving lines		
			Management of Material Resources	*Manual Dexterity*
			Service Orientation	*Oral Comprehension*
E4	CORE	Fold tablecloths		
			Management of Material Resources	*Finger Dexterity*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Identify battle feeding conditions		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Identify wardroom etiquette requirements		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Identify wardroom meal service requirements		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Monitor serving line food temperatures		
			Management of Material Resources	*Deductive Reasoning*
			Management of Personnel Resources	*Written Expression*
E4	CORE	Portion individual servings		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Replenish condiments		
			Quality Control Analysis	*Finger Dexterity*
			Service Orientation	*Oral Comprehension*
E4	CORE	Replenish foods and beverages		
			Quality Control Analysis	*Finger Dexterity*
			Service Orientation	*Oral Comprehension*

E4	CORE	Roll napkins		
			Learning Strategies	*Manual Dexterity*
			Service Orientation	*Finger Dexterity*
E4	CORE	Serve foods		
			Learning Strategies	*Manual Dexterity*
			Operation and Control	*Oral Comprehension*
E4	CORE	Serve meals under abnormal conditions		
			Critical Thinking	*Manual Dexterity*
			Operation and Control	*Oral Comprehension*
E4	CORE	Set up mess decks		
			Learning Strategies	*Manual Dexterity*
			Operation and Control	*Oral Comprehension*
E4	CORE	Set up sculleries and deep sinks		
			Learning Strategies	*Oral Comprehension*
			Operation and Control	*Manual Dexterity*
E4	CORE	Set up serving lines		
			Learning Strategies	*Oral Comprehension*
			Operation and Control	*Manual Dexterity*
E4	CORE	Set up steam tables		
			Learning Strategies	*Oral Comprehension*
			Operation and Control	*Manual Dexterity*
E4	CORE	Set wardroom tables		
			Learning Strategies	*Manual Dexterity*
			Operation and Control	*Written Comprehension*

FOOD PREPARATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Bake food products		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Boil food products		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Braise food products		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Broil food products		
			Operation and Control	*Manual Dexterity*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Calculate recipe conversions		
			Management of Material Resources	*Deductive Reasoning*
			Mathematics	*Mathematical Reasoning*
E4	CORE	Carve meats		
			Equipment Selection	*Oral Comprehension*
			Management of Material Resources	*Finger Dexterity*
E4	CORE	Chill food products		
			Equipment Selection	*Written Comprehension*
			Management of Material Resources	*Oral Comprehension*
E4	CORE	Conduct food quality assurance checks		
			Quality Control Analysis	*Written Comprehension*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Coordinate special food service events		
			Coordination	*Deductive Reasoning*
			Service Orientation	*Originality*

E4	CORE	Decorate cakes		
			Management of Material Resources	*Finger Dexterity*
			Service Orientation	*Manual Dexterity*
E4	CORE	Determine knife handling requirements		
			Equipment Selection	*Finger Dexterity*
			Management of Material Resources	*Written Comprehension*
E4	CORE	Fry food products		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Grill food products		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Identify breading techniques		
			Management of Material Resources	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Identify flavorings, herbs, and spices		
			Management of Material Resources	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Identify food products		
			Management of Material Resources	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Identify recipe card categories		
			Management of Material Resources	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Identify vegetable cuts		
			Management of Material Resources	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Maintain food service sanitation standards		
			Management of Material Resources	*Deductive Reasoning*
			Operation and Control	*Written Comprehension*
E5	CORE	Make centerpieces		
			Instructing	*Finger Dexterity*
			Learning Strategies	*Oral Comprehension*
E6	CORE	Manage food production schedules		
			Management of Material Resources	*Inductive Reasoning*
			Management of Personnel Resources	*Information Ordering*
E4	CORE	Microwave food products		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Monitor index and guideline card use		
			Management of Material Resources	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Operate food service equipment		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare appetizers		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare baked goods		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare beverages		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*

E4	CORE	Prepare box lunches		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare breakfast foods		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare desserts		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare entrées		
			Management of Material Resources	*Oral Comprehension*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Prepare fruits		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare garnishes		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare gravies and sauces		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare marinades		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare salads		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare sandwiches		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare soups		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare starches		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Prepare vegetables		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E4	CORE	Review recipes		
			Judgment and Decision Making	*Written Comprehension*
			Monitoring	*Deductive Reasoning*
E4	CORE	Sauté food products		
			Learning Strategies	*Manual Dexterity*
			Operation and Control	*Oral Comprehension*
E4	CORE	Steam food products		
			Learning Strategies	*Manual Dexterity*
			Operation and Control	*Written Comprehension*

MENUS

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Develop stores cost analysis		
			Management of Financial Resources	*Mathematical Reasoning*
			Systems Analysis	*Deductive Reasoning*

E6	CORE	Identify menu planning tools		
			Operation and Control	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E5	CORE	Make menu change recommendations		
			Critical Thinking	*Fluency of Ideas*
			Troubleshooting	*Written Expression*
E6	CORE	Make menu changes		
			Critical Thinking	*Fluency of Ideas*
			Management of Material Resources	*Written Expression*
E5	CORE	Prepare menus		
			Management of Financial Resources	*Originality*
			Management of Material Resources	*Deductive Reasoning*
E4	CORE	Prepare special event menu items		
			Management of Material Resources	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E5	CORE	Recommend menu substitutions		
			Critical Thinking	*Fluency of Ideas*
			Management of Material Resources	*Originality*

NUTRITION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Convert recipe cards to low fat/low calorie alternatives		
			Management of Material Resources	*Inductive Reasoning*
			Service Orientation	*Originality*
E4	CORE	Identify food guide pyramid daily food requirements		
			Management of Material Resources	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E5	CORE	Identify food nutritional content		
			Management of Material Resources	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E5	CORE	Identify healthy cooking techniques		
			Operation and Control	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Post food nutritional contents		
			Learning Strategies	*Written Comprehension*
			Service Orientation	*Oral Comprehension*

SANITATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Clean beverage dispensers		
			Equipment Selection	*Oral Comprehension*
			Management of Material Resources	*Written Comprehension*
E4	CORE	Clean food preparation equipment		
			Equipment Selection	*Oral Comprehension*
			Management of Material Resources	*Written Comprehension*
E4	CORE	Clean food service areas		
			Equipment Selection	*Oral Comprehension*
			Management of Material Resources	*Written Comprehension*
E4	CORE	Clean food storage areas		
			Equipment Selection	*Oral Comprehension*
			Management of Material Resources	*Written Comprehension*
E4	CORE	Clean galley utensils		
			Equipment Selection	*Oral Comprehension*
			Management of Material Resources	*Written Comprehension*

E4	CORE	Clean refrigerated spaces		
			Equipment Selection	*Oral Comprehension*
			Management of Material Resources	*Written Comprehension*
E4	CORE	Conduct sanitation inspections		
			Monitoring	*Written Expression*
			Quality Control Analysis	*Deductive Reasoning*
E4	CORE	Defrost refrigerated spaces		
			Equipment Maintenance	*Deductive Reasoning*
			Management of Material Resources	*Written Comprehension*
E4	CORE	Dispose of contaminated foods		
			Complex Problem Solving	*Oral Comprehension*
			Troubleshooting	*Written Comprehension*
E4	CORE	Ensure Hazard Analysis Critical Control Points (HACCP) program compliance		
			Monitoring	*Oral Comprehension*
			Systems Analysis	*Written Comprehension*
E4	CORE	Identify blood-borne pathogen (bodily fluids) exposure control procedures		
			Operation and Control	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Identify insect and pest infestations		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E5	CORE	Inspect food handlers' personal hygiene		
			Instructing	*Written Expression*
			Management of Personnel Resources	*Deductive Reasoning*
E5	CORE	Inspect food service spaces		
			Management of Material Resources	*Written Expression*
			Management of Personnel Resources	*Deductive Reasoning*
E4	CORE	Inspect issued foods		
			Management of Material Resources	*Deductive Reasoning*
			Monitoring	*Written Expression*
E4	CORE	Inspect leftover foods		
			Management of Material Resources	*Deductive Reasoning*
			Monitoring	*Written Expression*
E5	CORE	Inspect mess facility equipment		
			Management of Material Resources	*Deductive Reasoning*
			Monitoring	*Written Expression*
E4	CORE	Inspect scullery cleanliness		
			Management of Material Resources	*Deductive Reasoning*
			Monitoring	*Written Expression*
E4	CORE	Inspect scullery operations		
			Management of Material Resources	*Deductive Reasoning*
			Monitoring	*Written Expression*
E4	CORE	Maintain temperature logs		
			Management of Material Resources	*Information Ordering*
			Systems Analysis	*Deductive Reasoning*
E6	CORE	Monitor food handling		
			Management of Material Resources	*Deductive Reasoning*
			Management of Personnel Resources	*Written Expression*
E6	CORE	Monitor food service		
			Management of Material Resources	*Deductive Reasoning*
			Management of Personnel Resources	*Written Expression*
E4	CORE	Sanitize beverage dispensers		
			Learning Strategies	*Manual Dexterity*
			Operation and Control	*Oral Comprehension*

E4	CORE	Sort waste		
			Learning Strategies	*Manual Dexterity*
			Operation and Control	*Written Comprehension*

SUPPLY

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Adjust inventory high and low limits		
			Management of Material Resources	*Mathematical Reasoning*
			Mathematics	*Deductive Reasoning*
E5	CORE	Conduct appropriated fund supply purchases		
			Management of Financial Resources	*Deductive Reasoning*
			Writing	*Information Ordering*
E6	CORE	Conduct inventory audits		
			Management of Financial Resources	*Deductive Reasoning*
			Troubleshooting	*Mathematical Reasoning*
E5	CORE	Conduct non-appropriated fund supply purchases		
			Management of Financial Resources	*Deductive Reasoning*
			Writing	*Information Ordering*
E5	CORE	Conduct supplemental emergency breakout procedures		
			Complex Problem Solving	*Deductive Reasoning*
			Coordination	*Written Expression*
E4	CORE	Inspect subsistence provisions		
			Management of Material Resources	*Deductive Reasoning*
			Monitoring	*Written Expression*
E4	CORE	Inventory consumables		
			Management of Financial Resources	*Deductive Reasoning*
			Management of Material Resources	*Written Comprehension*
E4	CORE	Inventory subsistence provisions		
			Management of Material Resources	*Mathematical Reasoning*
			Monitoring	*Information Ordering*
E4	CORE	Issue subsistence provisions		
			Management of Material Resources	*Deductive Reasoning*
			Monitoring	*Written Comprehension*
E5	CORE	Maintain key inventories		
			Management of Material Resources	*Deductive Reasoning*
			Operation and Control	*Information Ordering*
E6	CORE	Manage subsistence provisions		
			Management of Financial Resources	*Written Expression*
			Management of Material Resources	*Deductive Reasoning*
E5	CORE	Manage stores		
			Management of Financial Resources	*Written Expression*
			Management of Material Resources	*Deductive Reasoning*
E5	CORE	Organize supply storerooms		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Oral Comprehension*
E6	CORE	Plan subsistence provision loadouts		
			Management of Financial Resources	*Information Ordering*
			Management of Material Resources	*Deductive Reasoning*
E5	CORE	Receive consumables		
			Operation and Control	*Written Comprehension*
			Reading Comprehension	*Information Ordering*
E4	CORE	Receive subsistence provisions		
			Management of Material Resources	*Information Ordering*
			Operation and Control	*Deductive Reasoning*

E5	CORE	Requisition consumables		
			Learning Strategies	*Information Ordering*
			Systems Analysis	*Inductive Reasoning*
E5	CORE	Requisition food items		
			Learning Strategies	*Deductive Reasoning*
			Systems Analysis	*Information Ordering*
E4	CORE	Rotate subsistence provisions		
			Learning Strategies	*Oral Comprehension*
			Management of Material Resources	*Information Ordering*
E5	CORE	Stock supply storerooms		
			Learning Strategies	*Manual Dexterity*
			Management of Material Resources	*Written Comprehension*
E5	CORE	Stow consumables		
			Learning Strategies	*Information Ordering*
			Management of Material Resources	*Inductive Reasoning*
E4	CORE	Stow subsistence provisions		
			Learning Strategies	*Deductive Reasoning*
			Management of Material Resources	*Information Ordering*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Analyze food service data		
			Systems Analysis	*Inductive Reasoning*
			Systems Evaluation	*Written Comprehension*
E5	CORE	Conduct customer surveys		
			Systems Evaluation	*Oral Comprehension*
			Writing	*Originality*
E5	CORE	Conduct financial transactions		
			Management of Financial Resources	*Mathematical Reasoning*
			Writing	*Deductive Reasoning*
E5	CORE	Conduct receipt inspections		
			Monitoring	*Written Comprehension*
			Quality Control Analysis	*Deductive Reasoning*
E4	CORE	Identify general mess operations		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E5	CORE	Identify Mess Decks Master-at-Arms (MDMAA) requirements		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E5	CORE	Make financial deposits		
			Learning Strategies	*Deductive Reasoning*
			Management of Financial Resources	*Mathematical Reasoning*
E6	CORE	Manage event schedules		
			Management of Material Resources	*Deductive Reasoning*
			Management of Personnel Resources	*Oral Comprehension*
E6	CORE	Operate Food Service Management (FSM) System		
			Operation and Control	*Written Comprehension*
			Systems Evaluation	*Oral Comprehension*
E6	CORE	Prepare emergency and disaster feeding plans		
			Complex Problem Solving	*Deductive Reasoning*
			Management of Material Resources	*Information Ordering*
E4	CORE	Prepare food preparation worksheets		
			Mathematics	*Mathematical Reasoning*
			Reading Comprehension	*Deductive Reasoning*

E5	CORE	Prepare food service documents		
			Operation and Control	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E5	CORE	Prepare monthly bills		
			Management of Financial Resources	*Deductive Reasoning*
			Management of Material Resources	*Mathematical Reasoning*
E6	CORE	Prepare supply budgets		
			Management of Financial Resources	*Deductive Reasoning*
			Management of Material Resources	*Mathematical Reasoning*
E5	CORE	Prepare survey documents		
			Management of Financial Resources	*Deductive Reasoning*
			Reading Comprehension	*Written Expression*
E5	CORE	Process prime vendor catalogs		
			Operation and Control	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E6	CORE	Review customer service surveys		
			Critical Thinking	*Oral Comprehension*
			Monitoring	*Inductive Reasoning*
E6	CORE	Review financial transactions		
			Judgment and Decision Making	*Deductive Reasoning*
			Management of Financial Resources	*Mathematical Reasoning*
E6	CORE	Review food service records		
			Critical Thinking	*Written Comprehension*
			Monitoring	*Deductive Reasoning*

TECHNICAL MANAGEMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Issue food service consumables		
			Management of Material Resources	*Deductive Reasoning*
			Monitoring	*Written Comprehension*
E6	CORE	Make food waste corrective action recommendations		
			Management of Material Resources	*Written Expression*
			Quality Control Analysis	*Fluency of Ideas*
E7	CORE	Manage food service sanitation inspection programs		
			Management of Material Resources	*Deductive Reasoning*
			Systems Evaluation	*Written Expression*
E6	CORE	Manage insect and pest infestation prevention programs		
			Management of Material Resources	*Deductive Reasoning*
			Systems Evaluation	*Written Expression*
E6	CORE	Review food preparation procedures		
			Critical Thinking	*Written Comprehension*
			Monitoring	*Deductive Reasoning*
E6	CORE	Validate food preparation worksheets		
			Critical Thinking	*Deductive Reasoning*
			Mathematics	*Mathematical Reasoning*

Job Title

Leading Culinary Specialist

Job Code

001007

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Food Preparation and Serving Related	3500-1011.00	LEADING CULINARY SPECIALIST	LCU SPEC

Pay Plan	Career Field	Proficiency Level	Other Relationships and Rules:
Enlisted	CS	J/M	Not applicable, based upon the NEC assigned to the job (if any)

Job Description

Leading Culinary Specialists provide overall management of galley operations and financial accountability of shore and afloat food service operations. Ensure cleanliness is maintained in all food service spaces. Emphasize customer service in all aspects of the food service.

DoD Relationship	O	*NET Relationship	
Title and Group:	*Code and Area:*	*Title and SOC Code:*	*Name and Family Code:*
Food Service, General	180000	Chefs and Head Cooks	Food Preparation and Serving Related
180	18	35-1011.00	35

DINING FACILITY SETUP/SERVE

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Identify battle feeding conditions		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Identify wardroom etiquette requirements		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E4	CORE	Identify wardroom meal service requirements		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*

FOOD PREPARATION

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E4	CORE	Conduct food quality assurance checks		
			Quality Control Analysis	*Written Comprehension*
			Troubleshooting	*Deductive Reasoning*
E5	CORE	Coordinate special food service events		
			Coordination	*Deductive Reasoning*
			Service Orientation	*Originality*
E4	CORE	Maintain food service sanitation standards		
			Management of Material Resources	*Deductive Reasoning*
			Operation and Control	*Written Comprehension*

MENUS

Paygrade	Task Type	Task Statements	*Skills*	*Abilities*
E7	CORE	Conduct menu planning boards		
			Service Orientation	*Originality*
			Systems Evaluation	*Deductive Reasoning*
E7	CORE	Facilitate menu review boards		
			Active Listening	*Oral Comprehension*
			Service Orientation	*Oral Expression*
E6	CORE	Identify menu planning tools		
			Operation and Control	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*

E5	CORE	Prepare menus		
			Management of Financial Resources	*Originality*
			Management of Material Resources	*Deductive Reasoning*

SANITATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E4	CORE	Conduct sanitation inspections		
			Monitoring	*Written Expression*
			Quality Control Analysis	*Deductive Reasoning*
E4	CORE	Identify insect and pest infestations		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*

SUPPLY

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Conduct inventory audits		
			Management of Financial Resources	*Deductive Reasoning*
			Troubleshooting	*Mathematical Reasoning*
E5	CORE	Maintain key inventories		
			Management of Material Resources	*Deductive Reasoning*
			Operation and Control	*Information Ordering*
E5	CORE	Manage stores		
			Management of Financial Resources	*Written Expression*
			Management of Material Resources	*Deductive Reasoning*
E6	CORE	Manage subsistence provisions		
			Management of Financial Resources	*Written Expression*
			Management of Material Resources	*Deductive Reasoning*

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E6	CORE	Analyze food service data		
			Systems Analysis	*Inductive Reasoning*
			Systems Evaluation	*Written Comprehension*
E5	CORE	Conduct customer surveys		
			Systems Evaluation	*Oral Comprehension*
			Writing	*Originality*
E7	CORE	Conduct daily food cost to monetary allowance comparisons		
			Systems Analysis	*Mathematical Reasoning*
			Troubleshooting	*Inductive Reasoning*
E5	CORE	Conduct financial transactions		
			Management of Financial Resources	*Mathematical Reasoning*
			Writing	*Deductive Reasoning*
E4	CORE	Identify general mess operations		
			Monitoring	*Deductive Reasoning*
			Reading Comprehension	*Written Comprehension*
E7	CORE	Manage customer survey programs		
			Complex Problem Solving	*Deductive Reasoning*
			Judgment and Decision Making	*Information Ordering*
E6	CORE	Manage event schedules		
			Management of Material Resources	*Deductive Reasoning*
			Management of Personnel Resources	*Oral Comprehension*
E7	CORE	Prepare food service budgets		
			Management of Financial Resources	*Deductive Reasoning*
			Management of Material Resources	*Mathematical Reasoning*

E7	CORE	Provide customer comment responses		
			Critical Thinking	*Deductive Reasoning*
			Monitoring	*Oral Expression*
E7	CORE	Review emergency and disaster feeding plans		
			Complex Problem Solving	*Written Comprehension*
			Judgment and Decision Making	*Deductive Reasoning*
E6	CORE	Review financial transactions		
			Judgment and Decision Making	*Deductive Reasoning*
			Management of Financial Resources	*Mathematical Reasoning*
E6	CORE	Review food service records		
			Critical Thinking	*Written Comprehension*
			Monitoring	*Deductive Reasoning*
E7	CORE	Review monthly bills		
			Management of Financial Resources	*Mathematical Reasoning*
			Monitoring	*Deductive Reasoning*
E7	CORE	Review monthly financial statements		
			Management of Financial Resources	*Mathematical Reasoning*
			Monitoring	*Deductive Reasoning*

TECHNICAL MANAGEMENT

Paygrade	**Task Type**	**Task Statements**	***Skills***	***Abilities***
E7	CORE	Audit financial records		
			Complex Problem Solving	*Inductive Reasoning*
			Systems Analysis	*Mathematical Reasoning*
E7	CORE	Evaluate dining facility operations for accreditation		
			Quality Control Analysis	*Deductive Reasoning*
			Systems Evaluation	*Written Comprehension*
E7	CORE	Evaluate food service programs		
			Management of Material Resources	*Deductive Reasoning*
			Quality Control Analysis	*Written Comprehension*
E7	CORE	Manage food service operations		
			Management of Material Resources	*Deductive Reasoning*
			Management of Personnel Resources	*Written Expression*
E7	CORE	Manage food service sanitation inspection programs		
			Management of Material Resources	*Deductive Reasoning*
			Systems Evaluation	*Written Expression*
E7	CORE	Manage Hazard Analysis Critical Control Points (HACCP) program		
			Management of Material Resources	*Deductive Reasoning*
			Systems Evaluation	*Written Expression*
E7	CORE	Manage key inventory programs		
			Management of Material Resources	*Deductive Reasoning*
			Systems Evaluation	*Written Expression*
E7	CORE	Manage Mess Decks Master-at-Arms (MDMAA) functions		
			Management of Material Resources	*Deductive Reasoning*
			Management of Personnel Resources	*Written Expression*
E7	CORE	Prepare food service job rotation plans		
			Critical Thinking	*Written Comprehension*
			Systems Evaluation	*Inductive Reasoning*
E6	CORE	Review food preparation procedures		
			Critical Thinking	*Written Comprehension*
			Monitoring	*Deductive Reasoning*
E7	CORE	Revise food preparation procedures		
			Critical Thinking	*Deductive Reasoning*
			Quality Control Analysis	*Originality*

E7	CORE	Submit food service organizational policy recommendations		
			Judgment and Decision Making	*Fluency of Ideas*
			Operations Analysis	*Inductive Reasoning*

CHAPTER 55

MISSILE TECHNICIAN
(MT)

NAVPERS 18068-55E
CH-58

Updated: April 2014

TABLE OF CONTENTS
MISSILE TECHNICIAN (MT)

SCOPE OF RATING	MT-3
GENERAL INFORMATION	MT-4
STRATEGIC WEAPONS MANAGER	MT-5
COUNTDOWN OPERATIONS	MT-5
DATA OPERATIONS	MT-5
MAINTENANCE	MT-6
NUCLEAR WEAPONS SAFETY AND SECURITY	MT-6
TECHNICAL ADMINISTRATION	MT-6
TECHNICAL OPERATIONS	MT-7
STRATEGIC WEAPONS TECHNICIAN	MT-8
CONFIGURATION	MT-8
COUNTDOWN OPERATIONS	MT-9
DATA OPERATIONS	MT-9
MAINTENANCE	MT-9
NUCLEAR WEAPONS SAFETY AND SECURITY	MT-10
OPERATIONAL TESTS	MT-10
TECHNICAL ADMINISTRATION	MT-10
TECHNICAL OPERATIONS	MT-10
STRATEGIC WEAPONS OPERATOR	MT-12
CONFIGURATION	MT-12
COUNTDOWN OPERATIONS	MT-13
DATA OPERATIONS	MT-13
MAINTENANCE	MT-13
NUCLEAR WEAPONS SAFETY AND SECURITY	MT-14
OPERATIONAL TESTS	MT-14
TECHNICAL ADMINISTRATION	MT-14
TECHNICAL OPERATIONS	MT-14

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

MISSILE TECHNICIAN (MT)

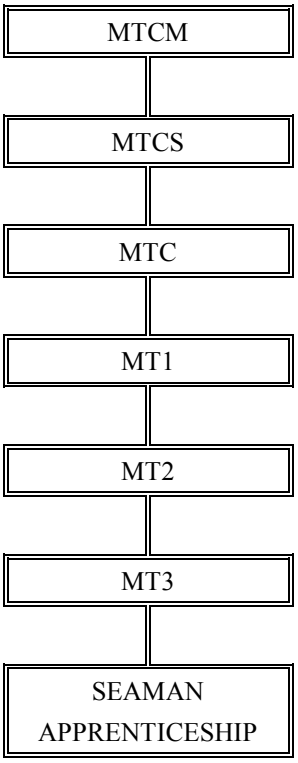
SCOPE OF RATING

Missile Technicians (MT) perform organizational and intermediate level maintenance on the Strategic Weapons System (SWS) on Ballistic Missile Submarines (SSBN) or the Attack Weapons System (AWS) on Guided Missile Submarines (SSGN); operate and maintain ballistic missile fire control systems, guidance subsystems, associated guidance subsystem test equipment, missile and launcher components, and ancillary equipment; operate and perform maintenance on SWS and AWS systems; operate, test, and repair associated ship and weapon subsystem test equipment, and test and handling equipment.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 55.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Strategic Weapons Manager 001552

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	STRATEGIC WEAPONS MANAGER	ST WEP MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MT	NEC 1591, 2781, 3303, 3312, 3320, 3349, 3350, 3375, 3397

Job Description

Strategic Weapons Managers manage divisional operations, maintenance, training, and administrative aspects associated with the assembly, maintenance, and repair of nuclear-capable ballistic missiles and their associated advanced electronics and electro-mechanical navigation and targeting systems carried on submarines; and perform critical work functions supporting the training of assigned personnel, repair and maintenance of equipment, and employment of Strategic Weapons Systems (SWS).

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Missile Guidance and Control	112100	First-Line Supervisors/Managers of Mechanics, Installers, and Repairers	49-1011.00	Installation, Maintenance, and Repair

Skills	Abilities
Monitoring	*Problem Sensitivity*
Reading Comprehension	*Inductive Reasoning*
Coordination	*Written Comprehension*
Critical Thinking	*Information Ordering*
Management of Personnel Resources	*Written Expression*
Systems Evaluation	*Auditory Attention*
Quality Control Analysis	*Time Sharing*
Judgment and Decision Making	*Fluency of Ideas*
Writing	*Oral Expression*
Instructing	*Selective Attention*

COUNTDOWN OPERATIONS

Paygrade	Task	Task Statements
E6	CORE	Administer weapons system training countdown scenarios
E6	CORE	Create weapons system training countdown scenarios
E7	CORE	Evaluate weapons system training countdowns
E7	CORE	Perform Control and Monitoring Panel (CAMP) countdown operations
E7	CORE	Perform Strategic Weapons System (SWS) Announcer watchstation countdown operations
E7	CORE	Supervise weapons system training countdowns

DATA OPERATIONS

Paygrade	Task	Task Statements
E7	CORE	Supervise targeting evolutions

MAINTENANCE

Paygrade	Task	Task Statements
E7	CORE	Assess performance of weapons system operations and maintenance personnel
E7	CORE	Monitor weapons system operations and maintenance
E6	CORE	Sequence Strategic Weapons System (SWS) operations and maintenance evolutions
E7	CORE	Supervise weapons system manual troubleshooting

NUCLEAR WEAPONS SAFETY AND SECURITY

Paygrade	Task	Task Statements
E7	CORE	Direct nuclear weapons accidents or incidents control and recovery operations
E5	CORE	Manage nuclear weapons security programs

TECHNICAL ADMINISTRATION

Paygrade	Task	Task Statements
E7	NON-CORE	Approve Maintenance and Material Management (3-M) program plans
E7	CORE	Approve Preventive Maintenance Management Program (PMMP) plans
E7	CORE	Approve weapons system availability plans
E7	CORE	Approve weapons system log entries
E7	CORE	Approve weapons system pre-deployment training schedules
E7	CORE	Approve weapons system Trouble and Failure Reports (TFR)
E6	CORE	Audit missile service logs
E6	CORE	Audit Preventive Maintenance Management Programs (PMMP)
E7	CORE	Audit Special Weapons Ordnance Pamphlet (SWOP) Program
E6	CORE	Coordinate shipboard weapons system maintenance activities
E6	NON-CORE	Coordinate with Strategic Weapons System (SWS) support activities for upgrades, maintenance, training, and testing evolutions
E6	CORE	Create simulator training scenarios
E7	CORE	Develop weapons system manual troubleshooting plans
E5	CORE	Direct Preventive Maintenance Management Program (PMMP) activities
E7	CORE	Establish security practices and performance standards
E7	CORE	Evaluate ship-wide conditions effects on Strategic Weapons System (SWS) readiness
E7	CORE	Evaluate ship-wide evolution effects on weapons system operations and maintenance
E6	NON-CORE	Manage Maintenance and Material Management (3-M) programs
E7	CORE	Manage nuclear weapons safety administration programs
E7	CORE	Manage ordnance qualification and certification programs
E6	CORE	Manage Preventive Maintenance Management Programs (PMMP)
E7	CORE	Manage Strategic Weapons System (SWS) Continuing Training and Qualification Software (CTQS) programs

E6	CORE	Manage Strategic Weapons System (SWS) conventional ordnance weapons programs
E6	CORE	Plan Strategic Weapons System (SWS) patrols
E6	CORE	Plan weapons system availabilities
E6	CORE	Plan weapons system pre-deployment training periods
E6	CORE	Prepare Strategic Weapons System (SWS) reports
E6	CORE	Prepare weapons system manual troubleshooting plans
E6	CORE	Verify Strategic Weapons System (SWS) paper and electronic documentation changes

TECHNICAL OPERATIONS

Paygrade	**Task**	**Task Statements**
E7	CORE	Manage Explosive Handling Wharf (EHW) operations
E6	CORE	Supervise conventional ordnance events

Job Title **Job Code**

Strategic Weapons Technician 001562

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	STRATEGIC WEAPONS TECHNICIAN	ST WEP TEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MT	NEC 1591, 2781, 3303, 3312, 3320, 3349, 3350, 3397

Job Description

Strategic Weapons Technicians supervise divisional operations, maintenance, training, and administrative aspects associated with the assembly, maintenance, and repair of nuclear-capable ballistic missiles and their associated advanced electronics and electro-mechanical navigation and targeting systems carried on submarines; and perform critical work functions supporting the training of assigned personnel, repair and maintenance of equipment, and employment of Strategic Weapons Systems (SWS).

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Missile Guidance and Control	112100	Maintenance Workers, Machinery	49-9043.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation and Control	*Manual Dexterity*
Reading Comprehension	*Written Comprehension*
Equipment Maintenance	*Problem Sensitivity*
Monitoring	*Speech Recognition*
Coordination	*Selective Attention*
Troubleshooting	*Auditory Attention*
Judgment and Decision Making	*Oral Expression*
Installation	*Memorization*
Active Listening	*Oral Comprehension*
Quality Control Analysis	*Information Ordering*

CONFIGURATION

Paygrade	Task	Task Statements
E4	CORE	Configure electrical power to weapons systems and Strategic Weapons System (SWS) ship support system equipment in the Missile Compartment (MC)
E4	CORE	Configure Fire Control (FC) power equipment
E4	CORE	Configure Missile Control Center (MCC) equipment cooling system
E4	CORE	Configure Strategic Weapons System (SWS) Fire Control (FC) subsystems
E4	CORE	Inspect Missile Compartment (MC) maintenance areas
E4	CORE	Line-up missile tube hydraulic system
E4	NON-CORE	Operate air system components
E4	NON-CORE	Operate hydraulic system components
E4	NON-CORE	Operate manually-controlled valves
E4	NON-CORE	Operate Missile Compartment (MC) Launcher equipment
E4	NON-CORE	Operate pneumatically-controlled valves
E4	NON-CORE	Operate submarine emergency life support systems
E4	NON-CORE	Operate submarine habitability systems
E4	NON-CORE	Override hydraulically-controlled valves
E4	CORE	Set weapons system conditions of readiness

E4	CORE	Verify Missile Gas (MG) system conditions (nitrogen charge, readiness, portable flask charging)
E5	CORE	Verify weapons system conditions of readiness

COUNTDOWN OPERATIONS

Paygrade	Task	Task Statements
E5	CORE	Perform Fire Control (FC) supervisor countdown operations
E4	CORE	Perform Missile Compartment (MC) countdown operations (Guidance, Second Level)
E4	CORE	Perform Missile Control Center (MCC) countdown operations

DATA OPERATIONS

Paygrade	Task	Task Statements
E4	NON-CORE	Assist in data management operations
E4	CORE	Enter Fire Control System (FCS) data
E5	CORE	Perform Fire Control System (FCS) data entry procedures
E5	CORE	Perform targeting operations procedures
E5	CORE	Print Fire Control System (FCS) data
E5	CORE	Supervise Fire Control System (FCS) data management operations
E5	CORE	Supervise weapons system media operations

MAINTENANCE

Paygrade	Task	Task Statements
E4	CORE	Adjust air system components
E4	CORE	Adjust hydraulic system components
E5	CORE	Adjust weapons system electrical components
E5	CORE	Adjust weapons system mechanical components (shipboard valves, pumps, actuators)
E4	NON-CORE	Assist in weapons system corrective maintenance
E4	NON-CORE	Assist in weapons system troubleshooting
E5	CORE	Conduct module repairs and replacements
E5	NON-CORE	Direct Maintenance and Material Management (3-M) Program
E5	CORE	Direct weapons system maintenance operations
E4	CORE	Inspect air system components
E4	CORE	Inspect hydraulic system components
E4	CORE	Lubricate weapons system equipment
E4	CORE	Preserve mechanical components (shipboard valves, pumps, actuators)
E5	CORE	Repair air system components
E5	CORE	Repair hydraulic system components
E5	CORE	Repair mechanical components (shipboard valves, pumps, actuators)
E5	CORE	Repair Strategic Weapons System (SWS) component cables
E5	CORE	Replace electrical components

E5	CORE	Replace mechanical components (shipboard valves, pumps, actuators)
E5	CORE	Test air system components
E5	CORE	Test hydraulic system components
E5	CORE	Test mechanical components (shipboard valves, pumps, actuators)
E5	CORE	Troubleshoot air system components
E5	CORE	Troubleshoot hydraulic system components
E5	CORE	Troubleshoot weapons systems (Launcher, Fire Control System (FCS))

NUCLEAR WEAPONS SAFETY AND SECURITY

Paygrade	Task	Task Statements
E4	NON-CORE	Operate emergency atmosphere control equipment
E5	CORE	Supervise nuclear weapons accidents or incidents drills
E5	CORE	Supervise nuclear weapons security practices
E6	CORE	Supervise submarine weapons casualty operations
E6	CORE	Train nuclear weapons security teams

OPERATIONAL TESTS

Paygrade	Task	Task Statements
E5	CORE	Conduct at-sea missile testing
E4	CORE	Conduct closure detonator circuit testing
E5	CORE	Conduct fire control diagnostic tests
E4	CORE	Conduct in-port missile testing
E4	CORE	Conduct Missile Compartment (MC) performance checks
E4	CORE	Conduct missile tube tightness tests
E4	CORE	Conduct operational sequence tests
E4	CORE	Establish equipment configuration conditions in Guidance to support missile testing
E4	CORE	Perform Missile Heating and Cooling (MHC) hot water heater operation verification procedures

TECHNICAL ADMINISTRATION

Paygrade	Task	Task Statements
E6	CORE	Coordinate simulator training sessions
E4	CORE	Inventory weapons system equipage
E5	CORE	Manage weapons system documentation programs
E5	CORE	Manage weapons system record maintenance process
E4	CORE	Retrieve electronic documentation system operations and maintenance resources
E4	NON-CORE	Utilize weapons system training products

TECHNICAL OPERATIONS

Paygrade	Task	Task Statements
E4	CORE	Conduct missile loads (offloads, onloads)
E4	CORE	Install non-ordnance missile components

E4	CORE	Install weapons system conventional ordnance components
E5	CORE	Perform Fire Control System (FCS) timing procedures
E5	CORE	Perform missile inspection reader procedures
E4	CORE	Perform missile inspection worker procedures
E6	CORE	Supervise missile tube entries
E5	CORE	Supervise non-ordnance missile component installations
E5	CORE	Supervise non-ordnance missile component removals
E6	CORE	Supervise weapons system conventional ordnance installations
E6	CORE	Supervise weapons system conventional ordnance removals

Job Title **Job Code**

Strategic Weapons Operator 001567

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Installation, Maintenance, and Repair	TBD	STRATEGIC WEAPONS OPERATOR	ST WEP OP

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MT	NEC 1591, 2781, 3303, 3312, 3320, 3349, 3350, 3397

Job Description

Strategic Weapons Operators perform organizational and intermediate maintenance as well as advanced systems operations and administrative aspects associated with the assembly, maintenance, and repair of nuclear-capable ballistic missiles and their associated advanced electronics and electro-mechanical navigation and targeting systems carried on submarines; and perform critical work functions supporting the training of assigned personnel, repair and maintenance of equipment, and employment of Strategic Weapons Systems (SWS).

DoD Relationship

Group Title	*DoD Code*
Missile Guidance and Control	112100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Electrical and Electronics Repairers, Commercial and Industrial Equipment	49-2094.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation and Control	*Written Comprehension*
Reading Comprehension	*Manual Dexterity*
Equipment Maintenance	*Speech Recognition*
Judgment and Decision Making	*Selective Attention*
Coordination	*Memorization*
Installation	*Problem Sensitivity*
Troubleshooting	*Time Sharing*
Monitoring	*Oral Comprehension*
Active Listening	*Finger Dexterity*
Management of Material Resources	*Near Vision*

CONFIGURATION

Paygrade	Task	Task Statements
E4	CORE	Adjust missile tube heating and cooling system
E4	CORE	Configure electrical power to weapons systems and Strategic Weapon System (SWS) ship support system equipment in the Missile Compartment (MC)
E4	CORE	Configure Fire Control (FC) power equipment
E4	CORE	Configure Missile Control Center (MCC) equipment cooling system
E4	CORE	Configure Strategic Weapons System (SWS) Fire Control (FC) subsystems
E4	CORE	Dry missile tubes
E5	CORE	Grant entry to Hydraulic Security Enclosures (HSE)
E4	CORE	Inspect Missile Compartment (MC) maintenance areas
E4	CORE	Line-up missile tube hydraulic system
E4	NON-CORE	Operate air system components
E4	NON-CORE	Operate hydraulic system components
E4	NON-CORE	Operate manually-controlled valves
E4	NON-CORE	Operate Missile Compartment (MC) Launcher equipment
E4	NON-CORE	Operate pneumatically-controlled valves

E4	NON-CORE	Operate submarine emergency life support systems
E4	NON-CORE	Operate submarine habitability systems
E4	NON-CORE	Override hydraulically-controlled valves
E4	CORE	Set weapons system conditions of readiness
E4	CORE	Verify Missile Gas (MG) system conditions (nitrogen charge, readiness, portable flask charging)
E5	CORE	Verify weapons system conditions of readiness

COUNTDOWN OPERATIONS

Paygrade	Task	Task Statements
E5	CORE	Coordinate Missile Compartment (MC) countdown operations
E7	CORE	Perform Control and Monitoring Panel (CAMP) countdown operations
E5	CORE	Perform Fire Control (FC) supervisor countdown operations
E6	CORE	Perform Launcher watchstation countdown operations
E4	CORE	Perform Missile Compartment (MC) countdown operations (Guidance, Second Level)
E4	CORE	Perform Missile Control Center (MCC) countdown operations

DATA OPERATIONS

Paygrade	Task	Task Statements
E4	NON-CORE	Assist in data management operations
E4	CORE	Conduct media receipts, transfers, and verifications
E4	CORE	Enter Fire Control System (FCS) data
E4	CORE	Perform weapons system media loads

MAINTENANCE

Paygrade	Task	Task Statements
E4	CORE	Adjust air system components
E4	CORE	Adjust hydraulic system components
E5	CORE	Adjust weapons system electrical components
E5	CORE	Adjust weapons system mechanical components (shipboard valves, pumps, actuators)
E4	NON-CORE	Assist in weapons system corrective maintenance
E4	NON-CORE	Assist in weapons system troubleshooting
E4	CORE	Clean air system components
E4	CORE	Clean hydraulic system components
E4	CORE	Inspect air system components
E4	CORE	Inspect hydraulic system components
E4	CORE	Lubricate weapons system equipment
E4	CORE	Preserve mechanical components (shipboard valves, pumps, actuators)
E5	CORE	Repair air system components
E5	CORE	Repair hydraulic system components

E5	CORE	Repair mechanical components (shipboard valves, pumps, actuators)
E5	CORE	Replace electrical components
E5	CORE	Replace mechanical components (shipboard valves, pumps, actuators)
E5	CORE	Test air system components
E5	CORE	Test hydraulic system components
E5	CORE	Test mechanical components (shipboard valves, pumps, actuators)

NUCLEAR WEAPONS SAFETY AND SECURITY

Paygrade	Task	Task Statements
E4	CORE	Combat nuclear weapons security violations
E4	CORE	Combat submarine weapons casualties
E4	CORE	Conduct nuclear weapons accidents or incidents casualty controls and recoveries
E4	CORE	Maintain two-person control during Strategic Weapons System (SWS) operations
E4	CORE	Maintain two-person rule during Strategic Weapons System (SWS) operations
E4	NON-CORE	Operate emergency atmosphere control equipment
E4	NON-CORE	Operate portable radiation monitoring equipment
E4	CORE	Perform reader-worker routines
E4	CORE	Safeguard nuclear weapons security areas

OPERATIONAL TESTS

Paygrade	Task	Task Statements
E5	CORE	Conduct at-sea missile testing
E4	CORE	Conduct closure detonator circuit testing
E5	CORE	Conduct fire control diagnostic tests
E4	CORE	Conduct in-port missile testing
E4	CORE	Conduct Missile Compartment (MC) performance checks
E4	CORE	Conduct missile tube tightness tests
E4	CORE	Conduct operational sequence tests
E4	CORE	Establish equipment configuration conditions in Guidance to support missile testing
E4	CORE	Perform Missile Heating and Cooling (MHC) hot water heater operation verification procedures

TECHNICAL ADMINISTRATION

Paygrade	Task	Task Statements
E4	CORE	Maintain weapons system paper-based documentation
E4	CORE	Prepare Trouble and Failure Reports (TFR)
E4	CORE	Retrieve electronic documentation system operations and maintenance resources
E4	NON-CORE	Utilize weapons system training products

E4	CORE	Conduct missile loads (offloads, onloads)
E4	CORE	Install non-ordnance missile components
E4	CORE	Install weapons system conventional ordnance components
E5	CORE	Perform Fire Control System (FCS) timing procedures
E4	CORE	Perform missile tube entries
E4	CORE	Remove non-ordnance missile components
E4	CORE	Remove weapons system conventional ordnance

CHAPTER 56

MUSICIAN
(MU)

NAVPERS 18068-56C
CH-56

Updated: October 2013

TABLE OF CONTENTS
MUSICIAN (MU)

SCOPE OF RATING	MU-3
GENERAL INFORMATION	MU-4
MUSICIAN	MU-5
MUSIC PERFORMANCE	MU-5
REHEARSAL AND PREPARATION	MU-6
SUPERVISION AND MANAGEMENT	MU-6

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

MUSICIAN (MU)

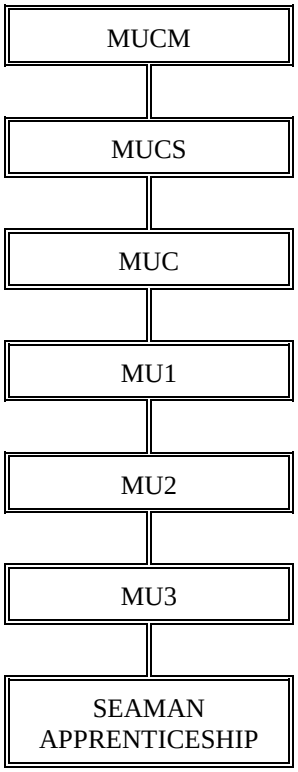
SCOPE OF RATING

Musicians (MU) perform on one or more designated instruments to provide ceremonial and entertainment services afloat and ashore to enhance Navy presence and coalition building initiatives; support Navy recruiting goals and objectives; inspire patriotism; elevate esprit de corps; enhance retention and pride in the naval service; enhance community awareness, public relations, and provide services that project a positive United States and Navy image both at home and abroad; and perform other music-related tasks as may be required in performance of the rating.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 56.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title
Musician

Job Code
001572

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Arts, Design, Entertainment, Sports, and Media	TBD	MUSICIAN	MUSICIAN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	MU	As assigned to Job

Job Description

Musicians perform on one or more designated instruments to provide ceremonial and entertainment services afloat and ashore to enhance Navy presence and coalition building initiatives; support Navy recruiting goals and objectives; inspire patriotism; elevate esprit de corps; enhance retention and pride in the naval service; enhance community awareness, public relations, and provide services that project a positive United States and Navy image both at home and abroad; and perform other music-related tasks as may be required in performance of the rating.

DoD Relationship

Group Title	*DoD Code*
Musicians, General	145000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Music Directors and Composers	27-2041.00	Arts, Design, Entertainment, Sports, and Media

Skills	Abilities
Complex Problem Solving	*Deductive Reasoning*
Science	*Visualization*
Monitoring	*Oral Expression*
Learning Strategies	*Information Ordering*
Management of Personnel Resources	*Category Flexibility*
Critical Thinking	*Hearing Sensitivity*
Management of Material Resources	*Multi-limb Coordination*
Time Management	*Written Expression*
Writing	*Auditory Attention*
Coordination	*Time Sharing*

MUSIC PERFORMANCE

Paygrade	Task Type	Task Statements
E6	CORE	Conduct a ceremonial band in public performance
E7	CORE	Conduct a concert band in public performances
E6	CORE	Conduct from memory the National Anthem, honors, and ceremonial music
E6	CORE	Lead a chamber ensemble, jazz combo, or contemporary entertainment ensemble in public performance
E6	CORE	Lead marching band using standard mace signals and verbal commands
E4	CORE	Perform assigned music from memory
E5	NON-CORE	Perform duties of a sound engineer
E4	CORE	Perform from memory, all major and minor scales (percussionists perform all rudiments)
E4	CORE	Perform in a marching band
E4	CORE	Perform in assigned ensembles
E4	CORE	Perform prepared music at advanced level
E4	CORE	Perform up to and including advanced music at sight

REHEARSAL AND PREPARATION

Paygrade	Task Type	Task Statements
E7	CORE	Analyze advanced compositions
E6	CORE	Analyze components of advanced music
E4	CORE	Analyze components of elementary music
E5	CORE	Analyze components of intermediate music
E5	NON-CORE	Conduct a ceremonial band in rehearsal
E4	CORE	Construct chords given standard chord symbols
E7	CORE	Harmonize melodies in four parts using advanced traditional harmony techniques
E6	CORE	Harmonize melodies in four parts using diatonic triads, dominant, and diatonic seventh chords
E5	CORE	Harmonize melodies in four parts using primary triads
E7	CORE	Identify advanced chord progressions by sound
E5	CORE	Identify basic chord progressions by sound
E4	CORE	Identify by sight and sound the following: major, minor, diminished, augmented triads, and dominant seventh chords in root position
E6	CORE	Identify intermediate chord progressions by sound
E5	CORE	Identify major and minor dominant seventh chords in inversions by sight and sound
E4	CORE	Identify major and minor triads in inversions by sight and sound
E6	CORE	Notate advanced melodic dictation
E4	CORE	Notate elementary melodic dictation
E5	CORE	Notate intermediate melodic dictation
E6	CORE	Rehearse a chamber ensemble, jazz combo, or contemporary entertainment ensemble
E7	CORE	Rehearse a concert band
E5	CORE	Rehearse an instrumental section
E5	CORE	Rehearse small ensembles of at least five performers
E4	CORE	Transpose elementary music at sight
E7	CORE	Write arrangements for a concert band or jazz ensemble using standard notation software
E6	NON-CORE	Write arrangements for a medium size ensemble using standard notation software
E5	NON-CORE	Write arrangements for a small ensemble using standard notation software
E4	CORE	Write sheet music using standard notation techniques
E4	CORE	Write standard symbols given notated chords

SUPERVISION AND MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Conduct auditions
E6	NON-CORE	Manage administrative operations of a Navy Band
E6	CORE	Manage logistical support for a performing unit of a Navy Band
E5	CORE	Manage Navy Bands supplies, musical instruments, and accessories
E7	CORE	Manage operations of a Navy Band
E6	CORE	Supervise daily operations for a performing unit of a Navy Band

CHAPTER 57

NAVY COUNSELOR
(NC)

NAVPERS 18068-57G
CH-51

Updated: July 2012

TABLE OF CONTENTS

NAVY COUNSELOR (COUNSELOR) (NCC)

SCOPE OF RATING	NC-3 (C)
GENERAL INFORMATION	NC-4 (C)
COMMAND CAREER COUNSELOR	NC-5 (C)
CAREER DEVELOPMENT PROGRAM MANAGEMENT	NC-5 (C)
CAREER DEVELOPMENT TEAM MANAGEMENT	NC-5 (C)
CAREER INFORMATION	NC-6 (C)
COMMUNICATIONS	NC-7 (C)
PERSONNEL TRACKING	NC-7 (C)
PROGRAM EVALUATION	NC-8 (C)
CAREER SPECIALIST	NC-9 (C)
CAREER DEVELOPMENT PROGRAM MANAGEMENT	NC-9 (C)
CAREER DEVELOPMENT TEAM MANAGEMENT	NC-10 (C)
CAREER INFORMATION	NC-10 (C)
COMMUNICATIONS	NC-10 (C)
PERSONNEL TRACKING	NC-10 (C)
PROGRAM EVALUATION	NC-11 (C)
CHIEF CAREER COUNSELOR	NC-12 (C)
CAREER DEVELOPMENT PROGRAM MANAGEMENT	NC-12 (C)
CAREER DEVELOPMENT TEAM MANAGEMENT	NC-12 (C)
CAREER INFORMATION	NC-13 (C)
COMMUNICATIONS	NC-13 (C)
PERSONNEL TRACKING	NC-13 (C)
PROGRAM EVALUATION	NC-14 (C)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

NAVY COUNSELOR (COUNSELOR) (NCC)

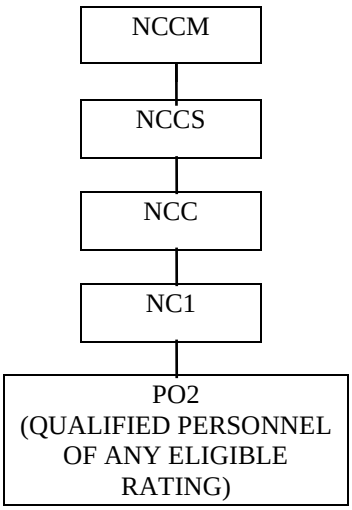
SCOPE OF RATING

Navy Counselors (Counselor) (NCC) assist commands in organizing and implementing aggressive enlisted retention and career information programs; evaluate enlisted career development programs within their own command and/or subordinate commands, as applicable; coordinate and supervise counseling efforts; counsel individuals and their family members (as applicable) on the advantages of career opportunities in the Navy; and give command level presentations on career programs.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 57.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For NCC service rating entry requirements refer to MILPERSMAN articles 1306-618 and 1440-020.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

NEBC Job Title **NEBC Job Code**

Command Career Counselor 001617

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Business and Financial Operations	TBD	COMMAND CAREER COUNSELOR	CCC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	NCC	Not applicable

Job Description

Command Career Counselors provide career information guidance and assistance to help Sailors explore and evaluate their education, training, interests, and capabilities; assist commands in organizing and implementing aggressive career information programs; coordinate with other command program coordinators in making sure career and personnel specific programs are being implemented in accordance with current Navy policies; assist Sailors in setting goals based on sound career decisions and identifying opportunities to develop their careers to the fullest potential; coordinate interviewing and counseling efforts; and provide additional career counseling for Sailors who are transitioning or retiring.

DoD Relationship

Group Title	*DoD Code*
Recruiting and Counseling	150100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Employment, Recruitment, and Placement Specialists	13-1071.00	Business and Financial Operations

Skills	***Abilities***
Judgment and Decision Making	*Deductive Reasoning*
Monitoring	*Information Ordering*
Coordination	*Auditory Attention*
Management of Personnel Resources	*Written Expression*
Active Listening	*Written Comprehension*
Critical Thinking	*Oral Expression*
Speaking	*Time Sharing*
Complex Problem Solving	*Mathematical Reasoning*
Learning Strategies	*Inductive Reasoning*
Quality Control Analysis	*Oral Comprehension*

CAREER DEVELOPMENT PROGRAM MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Analyze career development data
E6	CORE	Analyze Career Development Program (CDP)
E6	NON-CORE	Analyze survey trend data
E6	CORE	Coordinate assist visits
E6	CORE	Establish Career Development Program (CDP) training plans
E6	CORE	Manage Career Development Program (CDP)

CAREER DEVELOPMENT TEAM MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Career Development Team (CDT) meetings
E6	CORE	Conduct career development training
E6	CORE	Coordinate Career Development Boards (CDB)
E6	CORE	Coordinate Career Development Team (CDT) meetings
E6	CORE	Determine Career Development Team (CDT) member eligibility
E6	CORE	Maintain counselor to client ratio
E6	CORE	Manage career development training teams

CAREER INFORMATION

Paygrade	Task Type	Task Statements
E6	CORE	Assist Sailors in enlisted assignment process
E6	NON-CORE	Assist with special program screenings
E6	CORE	Conduct Career Development Boards (CDB)
E6	CORE	Conduct reporting interviews (check-in)
E7	NON-CORE	Conduct selection board seminars
E6	CORE	Coordinate Navy Reserve (NR) pre-separation briefings
E7	NON-CORE	Coordinate selection board seminars
E6	CORE	Counsel personnel on commissioning programs
E6	NON-CORE	Counsel personnel on enlisted advancement programs
E6	CORE	Counsel personnel on enlisted assignment eligibility
E6	CORE	Counsel personnel on Exchange of Duty (SWAPS) assignments
E6	CORE	Counsel personnel on Fleet Rating Identification Engine (RIDE) Perform to Serve (FR-PTS) program eligibility
E6	NON-CORE	Counsel personnel on government-sponsored life insurance programs (SGLI, VGLI, etc.)
E6	CORE	Counsel personnel on hardship and humanitarian assignments
E6	CORE	Counsel personnel on Navy Reserve (NR) affiliation
E6	CORE	Counsel personnel on rating conversion and school options
E6	CORE	Counsel personnel on reenlistment incentive programs
E6	CORE	Counsel personnel on retention eligibility
E6	CORE	Counsel personnel on retirement or Fleet Reserve (FR) eligibility
E6	CORE	Counsel personnel on Selective Reenlistment Bonus (SRB) eligibility
E6	CORE	Counsel personnel on service school eligibility
E6	CORE	Counsel personnel on special programs
E6	CORE	Counsel personnel on survivor annuities
E6	NON-CORE	Counsel personnel on the Sailor/Marine American Council on Education Registry Transcript (SMART)
E6	CORE	Counsel personnel on the Survivors Benefit Plan (SBP)
E6	CORE	Counsel Sailors on career information programs
E6	NON-CORE	Counsel spouses and family members on options, benefits, and entitlements
E6	CORE	Determine Selective Reenlistment Bonus (SRB) eligibility
E6	NON-CORE	Make education program referrals
E6	NON-CORE	Make local service agency referrals
E6	NON-CORE	Make veterans benefits referrals
E6	CORE	Perform pre-separation counseling
E6	CORE	Provide Individual Transition Plans (ITP) development assistance
E6	CORE	Provide pre-separation counseling checklist assistance

E6	NON-CORE	Review advancement examination profile sheets
E6	NON-CORE	Review enlisted bonuses
E6	NON-CORE	Review retainer or retirement pay calculations
E6	CORE	Verify enlisted assignment eligibility
E6	NON-CORE	Verify hardship and humanitarian assignment requests
E6	CORE	Verify personnel retention eligibility

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct career information briefs
E6	NON-CORE	Conduct career information pre-deployment briefs
E6	CORE	Conduct Enlisted Assignment System (EAS) briefs
E6	NON-CORE	Conduct officer program seminars
E6	CORE	Conduct reenlistment ceremonies
E6	CORE	Coordinate career development events with Planning Board for Training (PB4T) schedules
E6	CORE	Coordinate career fairs
E6	NON-CORE	Coordinate detailer visits
E6	NON-CORE	Coordinate Fleet Engagement Team (FET) visits
E6	NON-CORE	Coordinate Navy Recruiting Command (NRC) sponsored programs
E6	NON-CORE	Coordinate officer applicant testing
E6	NON-CORE	Coordinate with service providing agencies
E6	CORE	Create career development reports, graphs, charts, spreadsheets, and other documents
E6	CORE	Develop promotional materials
E6	CORE	Disseminate Career Development Program (CDP) promotional material
E6	CORE	Draft command career development correspondence
E6	NON-CORE	Liaise with officer program coordinator
E6	CORE	Liaise with special ceremonies coordinators

PERSONNEL TRACKING

Paygrade	Task Type	Task Statements
E6	CORE	Compile reenlistment and attrition data
E6	CORE	Develop and maintain career information training records
E6	CORE	Evaluate reenlistment eligibility
E6	CORE	Identify Armed Forces Classification Test (AFCT) retest candidates
E6	CORE	Maintain Transition Assistance Management Program (TAMP) files
E6	NON-CORE	Review command advancement eligibility
E6	NON-CORE	Review individual assignment applications
E6	NON-CORE	Review manpower documents
E6	CORE	Review reenlistment contracts
E6	CORE	Submit Enlisted Personnel Action Requests

E6	CORE	Submit Selective Reenlistment Bonus (SRB) authorization requests
E6	NON-CORE	Verify Fleet Reserve (FR) and retirement statements of service
E6	NON-CORE	Verify reserve drilling status and retirement eligibility

PROGRAM EVALUATION

Paygrade	Task Type	Task Statements
E6	CORE	Analyze reenlistment and attrition data
E6	NON-CORE	Assess command advancement trends
E6	CORE	Conduct Career Development Program Reviews (CDPR)
E6	CORE	Conduct department Career Development Program Reviews (CPDR)
E6	CORE	Determine Career Development Program (CDP) Plan of Action and Milestones (POA&M)
E6	CORE	Determine Career Development Team (CDT) training levels
E6	CORE	Determine client-to-counselor ratios
E6	CORE	Provide Career Development Program (CDP) feedback
E6	NON-CORE	Review Command Managed Equal Opportunity (CMEO) data
E6	NON-CORE	Verify command indoctrination programs
E6	CORE	Verify Transition Assistance Management Program (TAMP) compliance

NEBC Job Title

Career Specialist

NEBC Job Code

001622

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Business and Financial Operations	TBD	CAREER SPECIALIST	CAR SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	NCC	Not applicable

Job Description

Career Specialists develop, coordinate, and implement career information programs and policies within the Navy; oversee regional, battle group, and command training and development; establish rating and staffing requirements; collect and examine retention and attrition data and provide trend analysis; provide executive guidance in all aspects of interviewing and counseling efforts regarding career opportunities and professional development in the Navy; monitor compliance with changing laws and regulations; provide instructional leadership, monitor retention and attrition trends, interview and advise Sailors of Navy policies and requirements; and identify job skills and training opportunities which enhance skills and boost Sailors' satisfaction with their jobs.

DoD Relationship

Group Title	*DoD Code*
Recruiting and Counseling	150100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Employment, Recruitment, and Placement Specialists	13-1071.00	Business and Financial Operations

Skills	***Abilities***
Monitoring	*Deductive Reasoning*
Coordination	*Information Ordering*
Judgment and Decision Making	*Written Expression*
Critical Thinking	*Oral Expression*
Management of Personnel Resources	*Time Sharing*
Writing	*Speech Clarity*
Complex Problem Solving	*Problem Sensitivity*
Learning Strategies	*Inductive Reasoning*
Quality Control Analysis	*Mathematical Reasoning*
Time Management	*Speed of Closure*

CAREER DEVELOPMENT PROGRAM MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Analyze career development data
E6	CORE	Analyze Career Development Program (CDP)
E6	NON-CORE	Analyze survey trend data
E7	CORE	Assist with subordinate command Career Development Program (CDP) implementations
E6	CORE	Coordinate assist visits
E7	CORE	Coordinate with Fleet or Force Career Counselors (CC) and outside organizations on career development policies
E7	CORE	Draft career development policies
E6	CORE	Establish Career Development Program (CDP) training plans
E7	CORE	Establish Fleet and Force fiscal year retention recognition policies
E6	CORE	Manage Career Development Program (CDP)
E7	CORE	Manage command retention recognition programs

CAREER DEVELOPMENT TEAM MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Career Development Team (CDT) meetings
E6	CORE	Conduct career development training
E6	CORE	Coordinate Career Development Team (CDT) meetings
E6	CORE	Maintain counselor to client ratio
E6	CORE	Manage career development training teams

CAREER INFORMATION

Paygrade	Task Type	Task Statements
E6	CORE	Assist Sailors in enlisted assignment process
E6	NON-CORE	Assist with special program screenings
E7	NON-CORE	Conduct selection board seminars
E6	CORE	Counsel personnel on Fleet Rating Identification Engine (RIDE) Perform to Serve (FR-PTS) program eligibility
E6	NON-CORE	Make local service agency referrals

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct career information briefs
E6	NON-CORE	Conduct career information pre-deployment briefs
E6	CORE	Conduct Enlisted Assignment System (EAS) briefs
E6	NON-CORE	Conduct officer program seminars
E6	CORE	Coordinate career development events with Planning Board for Training (PB4T) schedules
E6	CORE	Coordinate career fairs
E6	NON-CORE	Coordinate detailer visits
E6	NON-CORE	Coordinate Fleet Engagement Team (FET) visits
E6	NON-CORE	Coordinate Navy Recruiting Command (NRC) sponsored programs
E6	NON-CORE	Coordinate officer applicant testing
E7	CORE	Coordinate reenlistment ceremonies
E6	NON-CORE	Coordinate with service providing agencies
E6	CORE	Create career development reports, graphs, charts, spreadsheets, and other documents
E6	CORE	Develop promotional materials
E6	CORE	Disseminate Career Development Program (CDP) promotional material
E6	CORE	Draft command career development correspondence
E6	NON-CORE	Liaise with officer program coordinator
E6	CORE	Liaise with special ceremonies coordinators

PERSONNEL TRACKING

Paygrade	Task Type	Task Statements
E6	CORE	Compile reenlistment and attrition data

E7	CORE	Prepare attrition trend analysis reports
E6	NON-CORE	Review manpower documents

PROGRAM EVALUATION

Paygrade	Task Type	Task Statements
E6	CORE	Analyze reenlistment and attrition data
E7	CORE	Analyze subordinate command career development statistical data
E6	NON-CORE	Assess command advancement trends
E6	CORE	Conduct Career Development Program Reviews (CDPR)
E6	CORE	Conduct department Career Development Program Reviews (CPDR)
E6	CORE	Determine Career Development Program (CDP) Plan of Action and Milestones (POA&M)
E6	CORE	Determine Career Development Team (CDT) training levels
E6	CORE	Determine client-to-counselor ratios
E7	CORE	Prepare Immediate Superior In Command (ISIC) Career Development Program (CDP) reports
E6	CORE	Provide Career Development Program (CDP) feedback
E6	NON-CORE	Verify command indoctrination programs
E6	NON-CORE	Verify command sponsor programs
E6	CORE	Verify Transition Assistance Management Program (TAMP) compliance

NEBC Job Title

Chief Career Counselor

NEBC Job Code

003776

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Management	TBD	CHIEF CAREER COUNSELOR	CHCARCONSL

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	NCC	Not Applicable

Job Description

Chief Career Counselors plan, develop, coordinate, and implement career information, programs and policies in the Navy; oversee regional, battle group, and command training and development; motivate and manage aggressive career information and training programs; establish rating and staffing requirements; provide oversight and management of retention and attrition management programs; provide review and analysis of Fleet and Force Career Development and Transition Assistance Management Programs; collect and examine retention and attrition data and provide trend analysis; review career information surveys and provide recommendations and feedback; and provide executive guidance in all aspects of career counseling and ensure compliance with changing laws and regulations.

DoD Relationship

Group Title	*DoD Code*
Recruiting and Counseling	150100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Training and Development Managers	11-3042.00	Management

Skills	***Abilities***
Monitoring	*Deductive Reasoning*
Coordination	*Information Ordering*
Judgment and Decision Making	*Written Expression*
Critical Thinking	*Oral Expression*
Management of Personnel Resources	*Time Sharing*
Complex Problem Solving	*Written Comprehension*
Writing	*Mathematical Reasoning*
Learning Strategies	*Problem Sensitivity*
Operations Analysis	*Speech Clarity*
Quality Control Analysis	*Inductive Reasoning*

CAREER DEVELOPMENT PROGRAM MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Analyze career development data
E6	CORE	Analyze Career Development Program (CDP)
E6	NON-CORE	Analyze survey trend data
E8	CORE	Assist in Command Assessment Team (CAT) survey development
E7	CORE	Assist with subordinate command Career Development Program (CDP) implementations
E6	CORE	Coordinate assist visits
E7	CORE	Coordinate with Fleet or Force Career Counselors (CC) and outside organizations on career development policies
E6	CORE	Establish Career Development Program (CDP) training plans
E7	CORE	Establish Fleet and Force fiscal year retention recognition policies
E6	CORE	Manage Career Development Program (CDP)
E7	CORE	Manage command retention recognition programs

CAREER DEVELOPMENT TEAM MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Career Development Team (CDT) meetings
E6	CORE	Conduct career development training

E6	CORE	Coordinate Career Development Team (CDT) meetings
E6	CORE	Maintain counselor to client ratio
E6	CORE	Manage career development training teams

CAREER INFORMATION

Paygrade	Task Type	Task Statements
E6	CORE	Assist Sailors in enlisted assignment process
E6	NON-CORE	Assist with special program screenings
E7	NON-CORE	Conduct selection board seminars
E7	NON-CORE	Coordinate selection board seminars
E6	CORE	Counsel personnel on Fleet Rating Identification Engine (RIDE) Perform to Serve (FR-PTS) program eligibility
E6	NON-CORE	Make local service agency referrals

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Conduct career information briefs
E6	NON-CORE	Conduct career information pre-deployment briefs
E6	CORE	Conduct Enlisted Assignment System (EAS) briefs
E6	NON-CORE	Conduct officer program seminars
E6	CORE	Coordinate career development events with Planning Board for Training (PB4T) schedules
E6	CORE	Coordinate career fairs
E6	NON-CORE	Coordinate detailer visits
E6	NON-CORE	Coordinate Fleet Engagement Team (FET) visits
E6	NON-CORE	Coordinate Navy Recruiting Command (NRC) sponsored programs
E6	NON-CORE	Coordinate officer applicant testing
E7	CORE	Coordinate reenlistment ceremonies
E6	NON-CORE	Coordinate with service providing agencies
E6	CORE	Create career development reports, graphs, charts, spreadsheets, and other documents
E6	CORE	Develop promotional materials
E6	CORE	Disseminate Career Development Program (CDP) promotional material
E6	CORE	Draft command career development correspondence
E6	NON-CORE	Liaise with officer program coordinator
E6	CORE	Liaise with special ceremonies coordinators

PERSONNEL TRACKING

Paygrade	Task Type	Task Statements
E7	CORE	Analyze Fleet or Force attrition trend data
E6	CORE	Compile reenlistment and attrition data
E7	CORE	Prepare attrition trend analysis reports
E6	NON-CORE	Review manpower documents

PROGRAM EVALUATION

Paygrade	Task Type	Task Statements
E7	CORE	Analyze Fleet or Force Career Development Program (CDP)
E7	CORE	Analyze Fleet or Force career development statistical data
E7	NON-CORE	Analyze Fleet or Force Transition Assistance Management Programs (TAMP)
E7	CORE	Analyze Immediate Superior In Command (ISIC) Career Development Program (CDP) reports
E6	CORE	Analyze reenlistment and attrition data
E7	CORE	Analyze subordinate command career development statistical data
E6	NON-CORE	Assess command advancement trends
E6	CORE	Conduct Career Development Program Reviews (CDPR)
E7	CORE	Conduct Career Development Program Reviews (CDPR) for subordinate Immediate Superiors In Command (ISIC)
E6	CORE	Determine Career Development Program (CDP) Plan of Action and Milestones (POA&M)
E6	CORE	Determine Career Development Team (CDT) training levels
E6	CORE	Determine client-to-counselor ratios
E7	CORE	Prepare Fleet or Force Commander's Career Development Program (CDP) reports
E7	CORE	Prepare Immediate Superior In Command (ISIC) Career Development Program (CDP) reports
E6	CORE	Provide Career Development Program (CDP) feedback
E7	CORE	Review Command Career Counselors (CCC) manning and billet alignment
E7	NON-CORE	Review Fleet or Force Command Equal Opportunity (CMEO) data
E6	NON-CORE	Verify command indoctrination programs
E6	NON-CORE	Verify command sponsor programs
E6	CORE	Verify Transition Assistance Management Program (TAMP) compliance

NAVY COUNSELOR (RECRUITER) (NCR) TABLE OF CONTENTS

SCOPE OF RATING	NC-3 (R)
GENERAL INFORMATION	NC-4 (R)
RECRUITING MANAGER	NC-5 (R)
APPLICANT PROCESSING	NC-5 (R)
DELAYED ENTRY PROGRAM (DEP) MANAGEMENT	NC-6 (R)
OPERATIONS AND ADMINISTRATION	NC-7 (R)
PRODUCTION PLANNING, PROSPECTING, AND MARKETING	NC-9 (R)
SALES	NC-11 (R)
TRAINING	NC-11 (R)
RECRUITING SUPERVISOR	NC-13 (R)
APPLICANT PROCESSING	NC-13 (R)
DELAYED ENTRY PROGRAM (DEP) MANAGEMENT	NC-13 (R)
OPERATIONS AND ADMINISTRATION	NC-14 (R)
PRODUCTION PLANNING, PROSPECTING, AND MARKETING	NC-16 (R)
SALES	NC-18 (R)
TRAINING	NC-19 (R)

CHAPTER 57

NAVY COUNSELOR
(NC)

NAVPERS 18068-57H
CH-55

Updated: July 2013

TABLE OF CONTENTS
NAVY COUNSELOR (RECRUITER) (NCR)

SCOPE OF RATING	NC-3 (R)
GENERAL INFORMATION	NC-4 (R)
RECRUITING MANAGER	NC-5 (R)
APPLICANT PROCESSING	NC-5 (R)
DELAYED ENTRY PROGRAM (DEP)/COLLEGIATE MANAGEMENT	NC-5(R)
OPERATIONS AND ADMINISTRATION	NC-5 (R)
PRODUCTION, PROSPECTING, AND MARKETING	NC-6 (R)
PROFESSIONAL DEVELOPMENT	NC-7 (R)
SALES	NC-7 (R)
RECRUITING SUPERVISOR	NC-8 (R)
APPLICANT PROCESSING	NC-8 (R)
DELAYED ENTRY PROGRAM (DEP)/COLLEGIATE MANAGEMENT	NC-8 (R)
OPERATIONS AND ADMINISTRATION	NC-9 (R)
PRODUCTION, PROSPECTING, AND MARKETING	NC-9 (R)
PROFESSIONAL DEVELOPMENT	NC-10 (R)
SALES	NC-11 (R)

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

NAVY COUNSELOR (RECRUITER) (NCR)

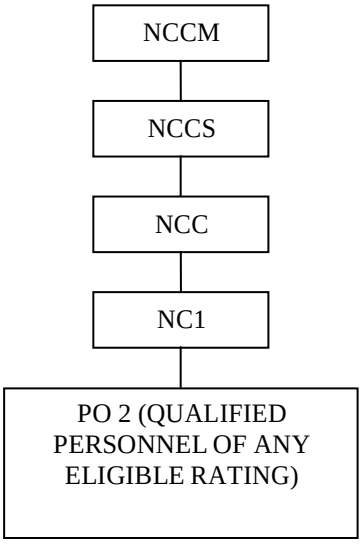
SCOPE OF RATING

Navy Counselors (NCR) assist recruiting commands in developing and implementing effective recruiting plans to achieve assigned missions; analyze available markets and recruiting efforts to identify trends to make adjustments; supervise and coordinate marketing, prospecting, interviewing, processing, and classification; give presentations to civic groups, workshops, seminars, targeted population and their family members on career opportunities in the Navy; provide leadership, career information, mentor, and train assigned personnel, including Future Sailors and Collegiate Management; liaise with media; network with educators, civil officials, and community leaders to foster Navy awareness; manage available resources; and monitor policies to ensure compliance.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 57.

GENERAL INFORMATION

CAREER PATTERN



Currently the NCR rating does not have a path of advancement to Chief Warrant Officer and Limited Duty Officer. For further guidance on Officer Programs see OPNAVINST 1420.1.

For NCR service rating entry requirements, refer to BUPERSINST 1133.29 series and MILPERSMAN 1306-965.

SAFETY

The observance of Operational Risk Management (ORM) proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Recruiting Manager

Job Code

001627

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Business and Financial Operations	TBD	RECRUITING MANAGER	REC MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	NCR	2186

Job Description

Recruiting Managers provide assigned personnel with supervision ,training, professional development, and guidance on recruitment of individuals' accession into the United States Navy; conduct training on prospecting and interviewing techniques, school canvassing and sales proficiency; supervise and analyze individual recruiter activity to facilitate goal achievement; perform activity analysis and conduct demographic/geographic market comparisons to target the most qualified individuals for accession into the Navy; ensure personnel are in compliance with Navy Recruiting Command and Navy policies; mentor, train, and develop Future Sailors; conduct Collegiate Management; monitor the Delayed Entry Program (DEP), identify potential problems, and take corrective actions.

DoD Relationship

Group Title	*DoD Code*
Recruiting and Counseling	150100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Employment, Recruitment, and Placement Specialists	13-1071.00	Business and Financial Operations

Skills

Complex Problem Solving
Critical Thinking
Monitoring
Management of Personnel Resources
Quality Control Analysis
Systems Evaluation
Speaking
Active Listening
Judgment and Decision Making
Instructing

Abilities

Problem Sensitivity
Oral Expression
Inductive Reasoning
Oral Comprehension
Written Expression
Written Comprehension
Deductive Reasoning
Originality
Fluency of Ideas
Mathematical Reasoning

APPLICANT PROCESSING

Paygrade	Task Type	Task Statements
E6	NON-CORE	Analyze applicant processing conversion data
E7	NON-CORE	Conduct applicant screenings to determine eligibility
E6	NON-CORE	Interview applicants requiring waivers

DELAYED ENTRY PROGRAM (DEP)/COLLEGIATE MANAGEMENT

Paygrade	Task Type	Task Statements
E7	NON-CORE	Analyze Delayed Entry Program (DEP)/Collegiate attrition data
E7	CORE	Conduct division Delayed Entry Program (DEP)/Collegiate audits
E7	NON-CORE	Develop division policies for attrition reduction
E7	NON-CORE	Evaluate effectiveness of the Delayed Entry Program (DEP)/Collegiate meetings
E6	CORE	Provide Delayed Entry Program (DEP) Delayed Action Requests (DAR)/Collegiate contact report recommendations
E7	NON-CORE	Provide Navy Recruiting District (NRD) Delayed Entry Program (DEP)/Collegiate guidance
E7	NON-CORE	Track Delayed Entry Program (DEP) referrals

OPERATIONS AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Assess Local Effective Accession Delivery System (LEADS) feedback data
E7	NON-CORE	Conduct recruit waiver analyses
E7	NON-CORE	Coordinate national and local diversity conferences

E7	CORE	Determine and distribute recruiting goals across geographic markets
E7	NON-CORE	Develop diversity recruiting methods and recommendations
E7	NON-CORE	Develop plans of action to assist Recruiting Districts identifying targeted diversity markets
E6	CORE	Develop recruiting goaling and manning plans
E7	NON-CORE	Establish division processing guidelines
E7	CORE	Evaluate Military Entrance Processing Station (MEPS) conversion ratios
E6	CORE	Evaluate Recruiter Development Board (RDB) feedback data
E7	CORE	Inspect accuracy of recruiting web-based data
E7	CORE	Inspect Navy Recruiting Station (NRS) prospecting systems
E7	CORE	Inspect Non-Instrumented Drug Testing (NIDT) programs
E7	CORE	Inspect Station Market Analysis Review Technique (SMART)/Officer systems
E7	NON-CORE	Maintain division shipping logs
E7	CORE	Make manning requirement recommendations
E7	CORE	Monitor applicant processing costs
E6	CORE	Monitor attained not drilled reports
E6	CORE	Monitor Bought Not Attained (BNA) reservation reports
E7	CORE	Monitor post-inspection Plans of Action and Milestones (POA&M)
E7	CORE	Provide budget recommendations to Navy Recruiting District (NRD)
E7	CORE	Provide transfer recommendations (fault, no fault, and incompatible)
E7	CORE	Recommend location for Navy Recruiting Stations (NRS)
E7	NON-CORE	Track diversity recruiting trends
E7	CORE	Verify administration of turnover inspections
E6	NON-CORE	Verify applicant processing projections

PRODUCTION, PROSPECTING, AND MARKETING

Paygrade	Task Type	Task Statements
E6	CORE	Analyze division Production Analysis Training and Evaluation (PATE) data
E6	CORE	Analyze School Of Area Responsibility (SOAR) distributions
E6	CORE	Analyze Station Market Analysis Review Technique (SMART) system data
E6	CORE	Assess effectiveness of prospecting plans
E7	CORE	Assess prospecting modes
E7	CORE	Audit recruiter applicant logs
E7	CORE	Audit School Of Area Responsibility (SOAR) folders/campus data notebooks
E7	NON-CORE	Conduct campus meetings with Professor of Naval Science
E6	CORE	Conduct Local Effective Accession Delivery System (LEADS) executive calls
E7	CORE	Develop Navy Recruiting District (NRD) marketing plans
E6	CORE	Develop Production Analysis Training and Evaluation (PATE) worksheets
E6	CORE	Develop prospecting plans
E6	CORE	Develop recruiting planners
E6	CORE	Ensure utilization of all prospecting modes
E7	CORE	Evaluate assigned recruiter territories
E7	CORE	Evaluate Marketing Operations Plans (MOP)
E6	CORE	Evaluate Reserve Component (RC) itineraries/area visit notebooks
E7	CORE	Evaluate Web-based Standardized Territory Evaluation and Analysis for Management (WebSTEAM) data to assign markets

E6	CORE	Identify and assess potential Target Market Centers (TMC) (schools, public officials, civic leaders)
E6	CORE	Manage Recruiter Assistance Program (RAP)
E7	CORE	Monitor execution of the Marketing Operations Plan (MOP)
E7	CORE	Monitor follow-up of local and national Local Effective Accession Delivery Systems (LEADS)
E6	CORE	Monitor Local Effective Accession Delivery System (LEADS) ratios
E7	NON-CORE	Monitor Medical Very Important Prospects (MEDVIPS), Nuclear Very Important Prospects (NUCVIPS), Chaplain interview and Educator Orientation Visits (EOVs)
E7	NON-CORE	Plan and accompany groups on tours of military installations
E7	CORE	Provide Marketing Operations Plan (MOP) feedback
E6	CORE	Recommend changes based on Standardized Territory Evaluation and Analysis for Management (STEAM) data to Navy Recruiting Districts (NRD) to ensure fair market share
E6	NON-CORE	Represent Navy in community activities and public awareness events (fund raising drives, blood donor drives, patriotic holidays)
E6	CORE	Review applicant logs
E6	CORE	Review Navy Recruiting District (NRD) goaling letter
E7	CORE	Review prospecting plans to ensure they are effective and fulfilling expectations
E7	CORE	Review Reserve Component (RC) itineraries
E6	NON-CORE	Solicit applicant referrals
E6	CORE	Verify applicant logs
E6	NON-CORE	Verify effectiveness of Target Market Centers (TMC)

PROFESSIONAL DEVELOPMENT

Paygrade	Task Type	Task Statements
E7	NON-CORE	Conduct division indoctrinations
E6	CORE	Conduct home and school visits with new recruiters
E6	CORE	Conduct new recruiter station indoctrinations
E6	CORE	Conduct Personal Developed Contacts (PDC) prospecting with new recruiters
E7	NON-CORE	Develop division training plans
E6	NON-CORE	Develop Personnel Qualification Standard (PQS) training
E6	CORE	Evaluate effectiveness of Delayed Entry Program (DEP) training
E6	NON-CORE	Identify specific recruiter strengths or weaknesses
E6	NON-CORE	Provide Recruiter Development Board (RDB) inputs

SALES

Paygrade	Task Type	Task Statements
E6	CORE	Conduct sales calls
E6	CORE	Conduct sales calls evaluation
E6	CORE	Conduct sales labs
E6	CORE	Conduct sales proficiency evaluation
E6	CORE	Evaluate recruiter selling skills strengths or weaknesses
E6	CORE	Interview Qualified Not Enlisted (QNE) applicants

Job Title

Recruiting Supervisor

Job Code

001632

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Business and Financial Operations	TBD	RECRUITING SUPERVISOR	REC SUP

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	NCR	2186

Job Description

Recruiting Supervisors ensure Navy recruiting policies are implemented as directed by higher authority; provide assigned personnel with leadership, career information, training, supervision, and guidance on recruitment of individuals into the Navy; conduct inspections, review prospecting and processing data, and train to deficiencies; monitor effectiveness of selling skills; analyze Navy Recruiting District market, DoD, and ASAD; conduct Delayed Entry Program (DEP) attrition analysis identifying trends and develop plan of action; direct recruiting efforts to ensure achievement of assigned goals; conduct Recruiter Development Boards (RDB), Personnel Qualification Standards (PQS), Career Development Boards (CDB), Canvasser Recruiter (CANREC) new hires and continuation boards; analyze Local Effective Accession Delivery System (LEADS); and interview personnel applying for conversion to the Career Recruiter Force (CRF).

DoD Relationship

Group Title	*DoD Code*
Recruiting and Counseling	150100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Employment, Recruitment, and Placement Specialists	13-1071.00	Business and Financial Operations

Skills

Monitoring
Complex Problem Solving
Speaking
Critical Thinking
Quality Control Analysis
Active Listening
Management of Personnel Resources
Writing
Coordination
Systems Evaluation

Abilities

Oral Expression
Problem Sensitivity
Written Comprehension
Written Expression
Oral Comprehension
Inductive Reasoning
Information Ordering
Originality
Deductive Reasoning
Number Facility

APPLICANT PROCESSING

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer Enlistment Screening Tests (EST)
E6	NON-CORE	Analyze applicant processing conversion data
E6	CORE	Collect applicant Basic Enlistment Eligibility Requirements (BEER) documents for submission
E6	NON-CORE	Conduct applicant processing briefs
E6	CORE	Counsel rejected applicants
E6	CORE	Determine applicant processing pipeline
E6	NON-CORE	Interview applicants requiring waivers
E6	NON-CORE	Perform enlistment kit Quality Assurance (QA) checks
E6	CORE	Prepare approval requests for Reserve Component (RC) accession packages and waivers
E6	CORE	Prepare enlistment documents
E6	CORE	Process Navy Recruiting Command (NRC) waivers
E6	NON-CORE	Schedule Armed Services Vocational Aptitude Battery (ASVAB) testing
E6	NON-CORE	Schedule Military Entrance Processing Station (MEPS) physical exams
E6	NON-CORE	Transport applicants for processing

DELAYED ENTRY PROGRAM (DEP)/COLLEGIATE MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct Delayed Entry Program (DEP) meetings
E6	CORE	Conduct Delayed Entry Program (DEP) training
E6	CORE	Conduct Delayed Entry Program (DEP)/Collegiate 72-hour indoctrinations

E6	CORE	Coordinate Delayed Entry Program (DEP) meetings
E6	NON-CORE	Counsel potential Delayed Entry Program (DEP) attrites
E6	CORE	Manage Delayed Entry Program (DEP) shipping requirements
E6	CORE	Mentor Delayed Entry Program (DEP) personnel
E6	CORE	Monitor administration of Initial Fitness Assessments (IFA) to Delayed Entry Program (DEP)/Collegiate personnel
E6	CORE	Monitor and identify potential Delayed Entry Program (DEP) attrites
E6	NON-CORE	Monitor Delayed Entry Program (DEP) attrition trends
E6	CORE	Monitor Delayed Entry Program (DEP) referral tracking log data
E6	CORE	Process Delayed Entry Program (DEP) Personnel Qualifications Standard (PQS) completion forms
E6	CORE	Provide Delayed Entry Program (DEP) Delayed Action Requests (DAR)/Collegiate contact report recommendations
E6	CORE	Verify completion of modules for Delayed Entry Program (DEP) tool kits

OPERATIONS AND ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Assemble application packages for Recruiter Development Board
E6	CORE	Assemble Reserve Component (RC) residual records
E6	CORE	Calculate recruiting division goals
E6	NON-CORE	Conduct turnover inspections
E6	CORE	Develop post-inspection Plans of Action and Milestones (POA&M)
E6	CORE	Develop recruiting goaling and manning plans
E6	NON-CORE	Ensure applicant compliance with Military Entrance Processing Station (MEPS) policies
E6	CORE	Evaluate Recruiter Development Board (RDB) feedback data
E6	CORE	Examine recruiter Out-of-Pocket Expense (OPE) claims
E6	CORE	Maintain domicile-to-duty government vehicle logs
E6	CORE	Maintain recruiting planners
E6	CORE	Maintain recruiting web databases
E6	CORE	Monitor attained not drilled reports
E6	CORE	Monitor Bought Not Attained (BNA) reservation reports
E6	CORE	Monitor Non-Instrumented Drug Testing (NIDT) programs
E6	CORE	Monitor recruiter working ticklers
E6	CORE	Monitor Station Market Analysis Review Technique (SMART) systems
E6	NON-CORE	Obtain applicant processing projections
E6	CORE	Process Delayed Entry Program (DEP) referrals
E6	CORE	Provide Local Effective Accession Delivery System (LEADS) feedback data
E6	NON-CORE	Verify applicant processing projections

PRODUCTION, PROSPECTING, AND MARKETING

Paygrade	Task Type	Task Statements
E6	CORE	Analyze All Service Accession Data (ASAD)
E6	CORE	Analyze division Production Analysis Training and Evaluation (PATE) data
E6	CORE	Analyze goal recap sheets
E6	CORE	Analyze Navy Recruiting Station (NRS) territories
E6	CORE	Analyze School Of Area Responsibility (SOAR) distributions
E6	CORE	Analyze Station Market Analysis Review Technique (SMART) system data

E6	CORE	Analyze Web-based Standardized Territory Evaluation and Analysis for Management (WebSTEAM) data to identify markets
E6	CORE	Assess effectiveness of prospecting plans
E6	CORE	Assign recruiter territories
E6	CORE	Compute Recruiter Assignment Factors (RAF)
E7	CORE	Conduct Daily Production Reviews (DPR)
E6	CORE	Conduct applicant executive screenings
E6	CORE	Conduct Local Effective Accession Delivery System (LEADS) executive calls
E6	CORE	Develop Production Analysis Training and Evaluation (PATE) worksheets
E6	CORE	Develop prospecting plans
E6	CORE	Develop recruiting planners
E6	CORE	Develop Reserve Component (RC) itineraries
E6	CORE	Develop school folders/campus data notebooks
E6	CORE	Ensure follow-up of local and national Local Effective Accession Delivery Systems (LEADS)
E6	CORE	Ensure utilization of all prospecting modes
E6	CORE	Evaluate Reserve Component (RC) itineraries/area visit notebooks
E6	CORE	Identify and assess potential Target Market Centers (TMC) (schools, public officials, civic leaders)
E6	CORE	Manage Recruiter Assistance Program (RAP)
E6	NON-CORE	Manage Recruiting Aid Devices (RAD) inventory
E6	CORE	Monitor and evaluate telephone techniques
E6	CORE	Monitor development of Centers of Influence (COI)
E6	CORE	Monitor Local Effective Accession Delivery System (LEADS) ratios
E6	NON-CORE	Order station Recruiting Aid Devices (RAD)
E6	CORE	Prepare School Of Area Responsibility (SOAR) binders
E6	NON-CORE	Represent Navy in community activities and public awareness events (fund raising drives, blood donor drives, patriotic holidays)
E6	CORE	Review applicant logs
E6	NON-CORE	Solicit applicant referrals
E6	CORE	Verify applicant logs
E6	NON-CORE	Verify effectiveness of Target Market Centers (TMC)

PROFESSIONAL DEVELOPMENT

Paygrade	Task Type	Task Statements
E7	NON-CORE	Conduct division indoctrinations
E6	CORE	Conduct home and school visits with new recruiters
E6	CORE	Conduct new recruiter station indoctrinations
E6	CORE	Conduct Personal Developed Contacts (PDC) prospecting with new recruiters
E6	CORE	Conduct recruiter sales training
E6	CORE	Counsel recruiter on Recruiter Development Board (RDB) decisions
E6	NON-CORE	Create developmental action plans for Recruiter Development Boards (RDB)
E6	NON-CORE	Develop Personnel Qualification Standard (PQS) training
E6	CORE	Evaluate effectiveness of Delayed Entry Program (DEP) training
E6	CORE	Evaluate new recruiters on developing Centers of Influence (COI)
E6	NON-CORE	Identify specific recruiter strengths or weaknesses
E6	NON-CORE	Provide Recruiter Development Board (RDB) inputs

SALES

Paygrade	Task Type	Task Statements
E6	CORE	Conduct follow-up with Qualified Not Enlisted (QNE) applicants
E6	CORE	Conduct sales calls
E6	CORE	Conduct sales calls evaluation
E6	CORE	Conduct sales proficiency evaluation
E6	CORE	Evaluate recruiter selling skills strengths or weaknesses
E6	CORE	Interview Qualified Not Enlisted (QNE) applicants

CHAPTER 59

OPERATIONS SPECIALIST
(OS)

NAVPERS 18068-59G
CH-68

Updated: October 2016

TABLE OF CONTENTS
OPERATIONS SPECIALIST (OS)

SCOPE OF RATING	OS-4
GENERAL INFORMATION	OS-5
COMBAT AIR CONTROLLER	OS-6
AIR WARFARE (AW) OPERATIONS	OS-6
AMPHIBIOUS WARFARE (AMW) OPERATIONS	OS-7
COMMUNICATIONS	OS-7
ELECTRONIC SYSTEMS OPERATIONS	OS-7
NAVIGATION	OS-8
SEARCH AND RESCUE (SAR) OPERATIONS	OS-8
SURFACE WARFARE (SUW) OPERATIONS	OS-8
TACTICAL SUPPORT OPERATIONS	OS-9
TECHNICAL ADMINISTRATION	OS-9
UNDERSEA WARFARE (USW) OPERATIONS	OS-9
WATCH TEAM OPERATIONS	OS-9
NAVIGATION AND PLOTTING SPECIALIST	OS-11
AIR WARFARE (AW) OPERATIONS	OS-11
AMPHIBIOUS WARFARE (AMW) OPERATIONS	OS-11
COMMUNICATIONS	OS-11
ELECTRONIC SYSTEMS OPERATIONS	OS-12
NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS	OS-12
NAVIGATION	OS-12
SEARCH AND RESCUE (SAR) OPERATIONS	OS-13
SURFACE WARFARE (SUW) OPERATIONS	OS-13
TACTICAL SUPPORT OPERATIONS	OS-13
TECHNICAL ADMINISTRATION	OS-14
UNDERSEA WARFARE (USW) OPERATIONS	OS-14
WATCH TEAM OPERATIONS	OS-14
WARFARE OPERATOR	OS-16
AIR WARFARE (AW) OPERATIONS	OS-16
AMPHIBIOUS WARFARE (AMW) OPERATIONS	OS-17
BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS	OS-17
COMMUNICATIONS	OS-17
ELECTRONIC SYSTEMS OPERATIONS	OS-18
NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS	OS-19
NAVIGATION	OS-19
SEARCH AND RESCUE (SAR) OPERATIONS	OS-19
SURFACE WARFARE (SUW) OPERATIONS	OS-19

TABLE OF CONTENTS (CONT'D)
OPERATIONS SPECIALIST (OS)

TACTICAL SUPPORT OPERATIONS	OS-20
TECHNICAL ADMINISTRATION	OS-20
UNDERSEA WARFARE (USW) OPERATIONS	OS-20
WATCH TEAM OPERATIONS	OS-20
OPERATIONS ADMINISTRATOR	OS-22
AIR WARFARE (AW) OPERATIONS	OS-22
AMPHIBIOUS WARFARE (AMW) OPERATIONS	OS-22
BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS	OS-22
COMMUNICATIONS	OS-22
ELECTRONIC SYSTEMS OPERATIONS	OS-23
NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS	OS-23
NAVIGATION	OS-23
SEARCH AND RESCUE (SAR) OPERATIONS	OS-23
SURFACE WARFARE (SUW) OPERATIONS	OS-23
TACTICAL SUPPORT OPERATIONS	OS-24
TECHNICAL ADMINISTRATION	OS-24
UNDERSEA WARFARE (USW) OPERATIONS	OS-24
WATCH TEAM OPERATIONS	OS-24
ELECTRONIC SYSTEMS OPERATOR	OS-26
AIR WARFARE (AW) OPERATIONS	OS-26
AMPHIBIOUS WARFARE (AMW) OPERATIONS	OS-27
BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS	OS-27
COMMUNICATIONS	OS-27
ELECTRONIC SYSTEMS OPERATIONS	OS-28
NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS	OS-28
NAVIGATION	OS-29
SEARCH AND RESCUE (SAR) OPERATIONS	OS-29
SURFACE WARFARE (SUW) OPERATIONS	OS-29
TACTICAL SUPPORT OPERATIONS	OS-30
TECHNICAL ADMINISTRATION	OS-30
UNDERSEA WARFARE (USW) OPERATIONS	OS-31
WATCH TEAM OPERATIONS	OS-31

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

OPERATIONS SPECIALIST (OS)

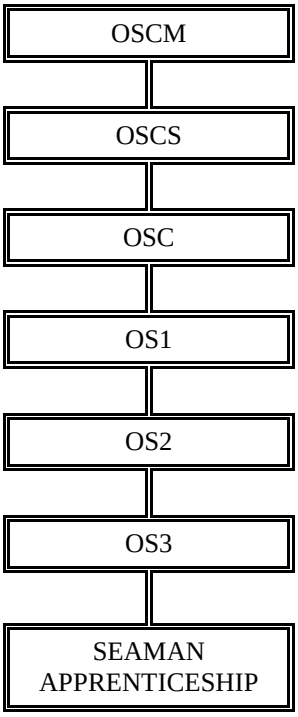
SCOPE OF RATING

Operations Specialists (OS) advise on shipboard warfare operations and navigation; maintain Combat Information Center (CIC)/Combat Direction Center (CDC) displays and provide strategic plotting for warfare areas, weapons control and navigation; operate surveillance radars, identification equipment, communications equipment, and associated Command and Control equipment; interpret and evaluate radar presentations and tactical situations and make recommendations to senior leadership; apply current procedures and doctrine to CIC/CDC operations as specified by Joint/Allied/U.S. Navy publications and instructions; and display and disseminate tactical information during Surface Warfare (SUW), Air Warfare (AW), Undersea Warfare (USW), Amphibious Warfare (AMW), Mine Warfare (MIW), Littoral Warfare (LW), Naval Surface Fire Support (NSFS), Ballistic Missile Defense (BMD), and Search and Rescue (SAR) operations.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 59.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Combat Air Controller

Job Code

003738

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	COMBAT AIR CONTROLLER	COM AIR CTRLR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	OS	NEC 0318, 0319, 0324, 0327, and 0328

Job Description

Combat Air Controllers control assigned aircraft in simple or multiple warfare environments by using radios, radars, and other means; control fixed wing and/or rotary aircraft from land, carrier-based, or own ship's assets; provide safety of flight, passing of information, directions, and necessary assistance to aircraft in the event of emergencies; and utilize assigned aircraft as an extension of own ship's weapons.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Radar	122100	Command and Control Center Specialists	55-3015.00	Military Specific

Skills	Abilities
Complex Problem Solving	*Information Ordering*
Critical Thinking	*Inductive Reasoning*
Judgment and Decision Making	*Deductive Reasoning*
Reading Comprehension	*Problem Sensitivity*
Monitoring	*Written Comprehension*
Operation and Control	*Speech Clarity*
Active Learning	*Control Precision*
Equipment Selection	*Finger Dexterity*
Coordination	*Reaction Time*
Speaking	*Category Flexibility*

AIR WARFARE (AW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze air Contacts of Interest (COI)
E4	CORE	Assess air contact priorities
E4	CORE	Assign symbology to air contacts
E4	CORE	Assist shipboard defense against airborne threats
E4	CORE	Conduct shipboard defense against airborne threats
E4	CORE	Determine air contact classifications
E4	CORE	Evaluate air contact information
E4	CORE	Input Air Defense (AD) fire control parameters
E4	CORE	Interpret symbology of air contacts
E4	CORE	Maintain aeronautical charts and publications
E7	CORE	Make battle group operation requirement recommendations (e.g. Air Defense (AD), Ballistic Missile Defense (BMD), Surface Warfare (SUW), etc.)
E7	CORE	Manage aircraft emergency situations
E4	NON-CORE	Manage aircraft mission plans
E6	CORE	Manage shipboard Air Defense (AD) operations
E7	CORE	Plan Air Defense (AD) operations
E5	NON-CORE	Provide tactical information to aircraft (e.g. weapons condition and status, Fleet Air Defense Identification Zone (FADIZ), waypoints, etc.)
E5	NON-CORE	Recommend Air Defense (AD) engagement tactics
E7	CORE	Recommend Air Defense (AD) plans
E4	CORE	Relay air engagement Battle Damage Assessments (BDA)

AIR WARFARE (AW) OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Relay alert aircraft status
E4	CORE	Report air Contacts of Interest (COI)
E5	CORE	Report air engagement Battle Damage Assessments (BDA)
E4	CORE	Report return to force assets
E4	CORE	Review Air Defense (AD) intelligence documents
E4	CORE	Review Air Defense (AD) plans
E6	NON-CORE	Supervise air control operations
E5	CORE	Supervise aircraft emergency situations
E4	CORE	Track air Contacts of Interest (COI)
E4	CORE	Update air contact information
E4	NON-CORE	Update controlled aircraft status

AMPHIBIOUS WARFARE (AMW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Provide support information to aircraft (e.g. safety of flight, advisory control, amphibious mission support, etc.)

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Authenticate tactical signals
E4	CORE	Decode tactical signals
E6	CORE	Develop communication plans
E4	CORE	Encode tactical signals
E4	CORE	Log external tactical communications
E7	NON-CORE	Make operational and situational reports (e.g. Air Defense (AD), Ballistic Missile Defense (BMD), Sea Combat Commander (SCC), etc.)
E4	CORE	Perform external communications (ship-to-ship, ship-to-shore, ship-to-air)
E4	CORE	Record tactical communications (internal, external)
E4	CORE	Test Combat Information Center (CIC)/Combat Direction Center (CDC) communication systems

ELECTRONIC SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Configure automatic tracking features
E5	CORE	Configure Command, Control, Computer, Communication, and Intelligence (C4I) systems for operations (watch, prosecution, weapons employment)
E4	CORE	Configure Identification Friend or Foe (IFF) equipment
E4	CORE	Configure informational display systems
E4	CORE	Configure Tactical Display System (TDS) for operations
E4	NON-CORE	Establish data links (dual-net multi-frequency data links and multi-frequency links)
E4	CORE	Evaluate radar performance
E4	CORE	Evaluate Tactical Display Systems (TDS) information
E4	CORE	Identify emergency signals
E4	NON-CORE	Initiate link communications

ELECTRONIC SYSTEMS OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Load waypoints and tracks into electronic charting systems
E4	NON-CORE	Manage databases (e.g. link, Global Command and Control System (GCCS), Air Defense Systems Integrator (ADSI), etc.)
E6	CORE	Manage Tactical Display System (TDS) operations
E4	CORE	Monitor radar performance at Remote Control Panels (RCP)
E4	CORE	Perform link track correlations
E4	CORE	Resolve identification conflicts
E5	CORE	Supervise command and control systems operations
E5	CORE	Supervise Tactical Display System (TDS) operations
E4	CORE	Verify friendly and hostile tracks
E4	CORE	Verify Identification Friend or Foe (IFF) information

NAVIGATION

Paygrade	Task Type	Task Statements
E4	CORE	Correlate lookout information with radar presentations

SEARCH AND RESCUE (SAR) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Plot distress signals, bearings, and ranges
E4	CORE	Plot search areas for maritime Search and Rescue (SAR) operations
E5	NON-CORE	Provide Search and Rescue (SAR) approaches for aircraft
E4	CORE	Provide Search and Rescue (SAR) operation recommendations

SURFACE WARFARE (SUW) OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Assign surface contact priorities
E4	CORE	Assign symbology to surface contacts
E6	CORE	Compare surface weapons targeting solutions
E6	CORE	Conduct shipboard defense against surface threats
E4	CORE	Determine surface contact classifications
E4	NON-CORE	Engage surface targets with harpoon weapon systems
E4	CORE	Evaluate surface Contacts of Interest (COI)
E4	CORE	Interpret symbology of surface contacts
E6	CORE	Make ship's movement recommendations to intercept Contacts of Interest (COI)
E7	CORE	Manage battle group Surface Warfare (SUW) operations
E4	CORE	Plot surface contact information
E6	CORE	Recommend Surface Warfare (SUW) engagement tactics
E7	CORE	Recommend Surface Warfare (SUW) search and attack plans
E4	CORE	Report surface Contacts of Interest (COI)
E4	CORE	Report surface engagement Battle Damage Assessments (BDA)
E4	CORE	Review Surface Warfare (SUW) intelligence documents
E4	CORE	Track surface Contacts of Interest (COI)
E4	CORE	Update surface contact information

SURFACE WARFARE (SUW) OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E5	NON-CORE	Utilize air assets for search and attack plans (Surface Warfare (SUW), Undersea Warfare (USW))
E5	CORE	Verify surface contact classifications
E6	CORE	Verify Surface Warfare (SUW) targeting data

TACTICAL SUPPORT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Report visual information
E6	CORE	Verify extracted information from operational tasking (e.g. Operational Orders (OPORDS), Operations Schedules (OPSKED), Operational Taskings (OPTASK), etc.)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Extract required information from Naval messages
E4	CORE	Inventory Communications Security Material System (CMS) classified material
E4	CORE	Maintain Combat Information Center (CIC)/Combat Direction Center (CDC) watch logs
E5	CORE	Verify message formats

UNDERSEA WARFARE (USW) OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Evaluate undersea contact information
E7	CORE	Evaluate Undersea Warfare (USW) plots
E4	CORE	Plot Undersea Warfare (USW) symbology
E5	CORE	Recommend Undersea Warfare (USW) search and attack plans
E5	CORE	Review Undersea Warfare (USW) plots
E5	NON-CORE	Utilize air assets for Undersea Warfare (USW) search and attack plans

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust operating mode of systems (training, normal operation)
E4	CORE	Configure systems to Commanding Officer's (CO) orders
E4	CORE	Disseminate tactical information
E4	CORE	Monitor assignment and engagement status of own ship's weapons systems
E4	CORE	Prepare Combat Information Center (CIC)/Combat Direction Center (CDC) for special evolutions
E6	CORE	Review Combat Information Center (CIC)/Combat Direction Center (CDC) doctrines
E4	NON-CORE	Review Rules of Engagement (ROE)
E4	NON-CORE	Review tactical operations data
E4	CORE	Review threat weapons data
E4	NON-CORE	Review Warfare Commander's messages and intentions
E4	NON-CORE	Review watch-related operational references
E5	CORE	Supervise equipment alignments according to Emission Control (EMCON) plans

WATCH TEAM OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	NON-CORE	Transition Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E4	CORE	Verify equipment alignment according to Emission Control (EMCON) plans
E5	CORE	Verify systems alignment to Commanding Officer's (CO) tactical orders

Job Title **Job Code**

Navigation And Plotting Specialist 003739

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	NAVIGATION AND PLOTTING SPEC	NAV PLOT SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	OS	As assigned to Job

Job Description

Navigation and Plotting Specialists provide assistance to the Navigation Officer ensuring the safe navigation of the ship for inland and open ocean navigation; calculate and compute maneuvering boards for safe navigation around shipping contacts; and maintain various displays and plots to include, but not limited to Search and Rescue (SAR) operations, Amphibious Warfare (AMW), Undersea Warfare (USW), Naval Surface Fire Support (NSFS), and Surface Warfare (SUW) plots, navigation, weather, and anchoring operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Radar	122100	Command and Control Center Specialists	55-3015.00	Military Specific

Skills	Abilities
Writing	*Information Ordering*
Mathematics	*Problem Sensitivity*
Reading Comprehension	*Manual Dexterity*
Active Learning	*Written Comprehension*
Quality Control Analysis	*Inductive Reasoning*
Complex Problem Solving	*Deductive Reasoning*
Coordination	*Rate Control*
Monitoring	*Written Expression*
Active Listening	*Finger Dexterity*
Critical Thinking	*Mathematical Reasoning*

AIR WARFARE (AW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain aeronautical charts and publications

AMPHIBIOUS WARFARE (AMW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate amphibious craft positions
E7	CORE	Manage ship-to-shore movements
E4	CORE	Plot Amphibious Objective Area (AOA) information
E4	CORE	Plot Amphibious Warfare (AMW) symbology
E4	CORE	Report ship-to-shore movements
E5	CORE	Supervise Amphibious Objective Area (AOA) plots

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Authenticate tactical signals
E4	CORE	Decode tactical signals
E4	CORE	Encode tactical signals
E4	CORE	Log external tactical communications
E7	NON-CORE	Make operational and situational reports (e.g. Air Defense (AD), Ballistic Missile Defense (BMD), Sea Combat Commander (SCC), etc.)
E4	CORE	Perform external communications (ship-to-ship, ship-to-shore, ship-to-air)
E4	CORE	Record tactical communications (internal, external)
E4	CORE	Test Combat Information Center (CIC)/Combat Direction Center (CDC) communication systems

ELECTRONIC SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Configure Command, Control, Computer, Communication, and Intelligence (C4I) systems for operations (watch, prosecution, weapons employment)
E4	CORE	Configure informational display systems
E4	CORE	Configure Tactical Display System (TDS) for operations
E4	CORE	Evaluate Automatic Identification Systems (AIS) information
E4	CORE	Evaluate radar performance
E4	CORE	Evaluate Tactical Display Systems (TDS) information
E4	CORE	Identify emergency signals
E4	CORE	Load waypoints and tracks into electronic charting systems
E4	NON-CORE	Manage databases (e.g. link, Global Command and Control System (GCCS), Air Defense Systems Integrator (ADSI), etc.)
E6	CORE	Manage Tactical Display System (TDS) operations
E4	CORE	Monitor radar performance at Remote Control Panels (RCP)
E4	CORE	Resolve identification conflicts
E5	CORE	Supervise command and control systems operations
E5	CORE	Supervise Tactical Display System (TDS) operations
E4	CORE	Verify friendly and hostile tracks
E4	CORE	Verify Identification Friend or Foe (IFF) information

NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Manage Naval Surface Fire Support (NSFS) teams
E6	CORE	Plan Naval Surface Fire Support (NSFS) engagements
E4	CORE	Plot friendly positions, lines, and no fire zones
E4	CORE	Plot targets using grid methods
E5	CORE	Supervise Naval Surface Fire Support (NSFS) plot teams

NAVIGATION

Paygrade	Task Type	Task Statements
E4	CORE	Calculate set and drift
E4	CORE	Calculate ship's position relative to Plan of Intended Movement (PIM)
E4	CORE	Compare fathometer readings with charts
E4	CORE	Compare lookout information with fix data
E4	CORE	Compare lookout information with navigation plots
E4	CORE	Compare radar scope presentations with charts
E4	CORE	Compute course and speed made good
E4	CORE	Correlate lookout information with radar presentations
E4	CORE	Maintain chart inventories
E7	CORE	Manage navigation teams during special evolutions (e.g. restricted waters, man overboard, straits transits, etc.)
E4	CORE	Plot anchorages
E4	CORE	Plot Dead Reckoning (DR) tracks
E4	CORE	Plot ship's advance and transfer

NAVIGATION (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Plot ship's position
E5	CORE	Plot ship's position during special evolutions (e.g. restricted waters, man overboard, straits transit, etc.)
E4	CORE	Plot ship's track
E4	CORE	Plot swept channels
E4	CORE	Plot swing and drag circles
E5	CORE	Recommend actions based on Navigation Rules and Regulations
E4	CORE	Report aids and hazards to navigation
E5	CORE	Report gyrocompass errors
E4	CORE	Report latitude and longitude from plotted positions on nautical charts
E6	CORE	Supervise anchoring operations from Combat Information Center (CIC)/Combat Direction Center (CDC)
E5	CORE	Verify plotting of swept channels

SEARCH AND RESCUE (SAR) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Plot distress signals, bearings, and ranges
E4	CORE	Plot search areas for maritime Search and Rescue (SAR) operations
E4	CORE	Plot shipboard search patterns
E4	CORE	Provide man overboard information (e.g. bearing, distance, recovery options, etc.)
E5	NON-CORE	Provide Search and Rescue (SAR) approaches for aircraft
E4	CORE	Provide Search and Rescue (SAR) operation recommendations

SURFACE WARFARE (SUW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Evaluate surface Contacts of Interest (COI)
E4	CORE	Interpret symbology of surface contacts
E6	CORE	Make ship's movement recommendations to intercept Contacts of Interest (COI)
E4	CORE	Plot surface contact information
E4	CORE	Plot Surface Warfare (SUW) engagements
E4	CORE	Plot Surface Warfare (SUW) symbology
E4	CORE	Review Surface Warfare (SUW) intelligence documents
E5	CORE	Supervise surface plotting teams
E4	CORE	Track surface Contacts of Interest (COI)
E4	CORE	Update surface contact information

TACTICAL SUPPORT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate advanced maneuvering board solutions (e.g. wind, scouting problems, station changes, etc.)
E4	CORE	Calculate basic maneuvering board solutions (e.g. avoidance courses, Closest Point of Approach (CPA), course/speed, etc.)
E4	CORE	Plot Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) areas
E4	CORE	Plot Electronic Warfare (EW) information

TACTICAL SUPPORT OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Plot environmental conditions (e.g. true wind, weather, sea temperature, etc.)
E4	NON-CORE	Plot Mine Warfare (MIW) information
E4	CORE	Plot navigation requirements (e.g. Operational Orders (OPORDS), Operational Plans (OPLAN), Operational Taskings (OPTASK), etc.)
E4	CORE	Report audible information (e.g. distress signals, whistles, bells, etc.)
E4	CORE	Report visual information
E7	CORE	Review prepared charts
E4	CORE	Update fixed points on charts
E6	CORE	Validate plotted navigation requirements
E6	CORE	Verify extracted information from operational tasking (e.g. Operational Orders (OPORDS), Operations Schedules (OPSKED), Operational Taskings (OPTASK), etc.)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Extract required information from Naval messages
E4	CORE	Maintain Combat Information Center (CIC)/Combat Direction Center (CDC) watch logs
E4	CORE	Review deviations and variations
E5	CORE	Verify message formats

UNDERSEA WARFARE (USW) OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Evaluate undersea contact information
E7	CORE	Evaluate Undersea Warfare (USW) plots
E4	CORE	Perform Target Motion Analysis (TMA)
E4	CORE	Plot Undersea Warfare (USW) symbology
E5	CORE	Recommend evasive steering actions
E5	CORE	Recommend torpedo evasion actions
E5	CORE	Recommend Undersea Warfare (USW) search and attack plans
E5	CORE	Review Undersea Warfare (USW) plots
E5	NON-CORE	Utilize air assets for Undersea Warfare (USW) search and attack plans
E5	CORE	Validate Water Space Management (WSM) plans

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust operating mode of systems (training, normal operation)
E4	CORE	Configure systems to Commanding Officer's (CO) orders
E6	CORE	Direct transition of Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E4	CORE	Disseminate tactical information
E4	CORE	Prepare Combat Information Center (CIC)/Combat Direction Center (CDC) for special evolutions
E6	CORE	Review Combat Information Center (CIC)/Combat Direction Center (CDC) doctrines

WATCH TEAM OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	NON-CORE	Review Rules of Engagement (ROE)
E4	NON-CORE	Review tactical operations data
E4	CORE	Review threat weapons data
E4	NON-CORE	Review Warfare Commander's messages and intentions
E4	NON-CORE	Review watch-related operational references
E6	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) during special evolutions
E5	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) watch team performance
E5	CORE	Supervise equipment alignments according to Emission Control (EMCON) plans
E4	NON-CORE	Transition Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E4	CORE	Update plotting and status boards
E4	CORE	Verify equipment alignment according to Emission Control (EMCON) plans
E5	CORE	Verify systems alignment to Commanding Officer's (CO) tactical orders

Job Title

Warfare Operator

Job Code

003740

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	WARFARE OPERATOR	WARFARE OPER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	OS	NECs as assigned to job

Job Description

Warfare Operators recommend defensive and offensive actions against air, surface, and subsurface threats to concerned command and control watch stations; coordinate data link operations, internal and external communications equipment; plot and report contact information; interpret and evaluate geographical, strategic and summary plots, and procedures to make recommendations to supervisors during watch conditions; gather, process, and disseminate information to various ship control stations; and operate up-to-date tactical and strategic warfare systems while coordinating warfare area situational awareness.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Radar	122100	Command and Control Center Specialists	55-3015.00	Military Specific

Skills	Abilities
Complex Problem Solving	*Information Ordering*
Critical Thinking	*Inductive Reasoning*
Monitoring	*Problem Sensitivity*
Reading Comprehension	*Deductive Reasoning*
Judgment and Decision Making	*Written Comprehension*
Operation and Control	*Speech Clarity*
Active Learning	*Finger Dexterity*
Coordination	*Manual Dexterity*
Writing	*Control Precision*
Speaking	*Oral Expression*

AIR WARFARE (AW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze air Contacts of Interest (COI)
E4	CORE	Assess air contact priorities
E4	CORE	Assign symbology to air contacts
E4	CORE	Assist shipboard defense against airborne threats
E4	CORE	Conduct shipboard defense against airborne threats
E4	CORE	Determine air contact classifications
E4	CORE	Evaluate air contact information
E4	CORE	Input Air Defense (AD) fire control parameters
E4	CORE	Interpret symbology of air contacts
E7	CORE	Make battle group operation requirement recommendations (e.g. Air Defense (AD), Ballistic Missile Defense (BMD), Surface Warfare (SUW), etc.)
E7	CORE	Manage aircraft emergency situations
E4	NON-CORE	Manage aircraft mission plans
E6	CORE	Manage shipboard Air Defense (AD) operations
E7	CORE	Plan Air Defense (AD) operations
E5	NON-CORE	Provide tactical information to aircraft (e.g. weapons condition and status, Fleet Air Defense Identification Zone (FADIZ), waypoints, etc.)
E5	NON-CORE	Recommend Air Defense (AD) engagement tactics
E7	CORE	Recommend Air Defense (AD) plans

AIR WARFARE (AW) OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Relay air engagement Battle Damage Assessments (BDA)
E4	CORE	Relay alert aircraft status
E4	CORE	Report air Contacts of Interest (COI)
E5	CORE	Report air engagement Battle Damage Assessments (BDA)
E4	CORE	Report return to force assets
E4	CORE	Review Air Defense (AD) intelligence documents
E4	CORE	Review Air Defense (AD) plans
E6	NON-CORE	Supervise air control operations
E5	CORE	Supervise aircraft emergency situations
E4	CORE	Track air Contacts of Interest (COI)
E4	CORE	Update air contact information
E4	NON-CORE	Update controlled aircraft status

AMPHIBIOUS WARFARE (AMW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate amphibious craft positions
E7	CORE	Manage ship-to-shore movements
E6	CORE	Plan amphibious operations
E4	CORE	Plot Amphibious Objective Area (AOA) information
E4	CORE	Plot Amphibious Warfare (AMW) symbology
E4	NON-CORE	Provide support information to aircraft (e.g. safety of flight, advisory control, amphibious mission support, etc.)
E4	CORE	Report ship-to-shore movements
E5	CORE	Supervise Amphibious Objective Area (AOA) plots

BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze space or ballistic Contacts of Interest (COI)
E4	CORE	Assign symbology to space or ballistic contacts
E4	CORE	Evaluate space or ballistic contact information
E4	CORE	Interpret symbology of space or ballistic contacts
E7	CORE	Manage shipboard Ballistic Missile Defense (BMD) operations
E6	CORE	Report space or ballistic Contacts of Interest (COI)
E4	CORE	Review Ballistic Missile Defense (BMD) intelligence documents
E4	CORE	Update space or ballistic contact information

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Authenticate tactical signals
E4	CORE	Decode tactical signals
E6	CORE	Develop communication plans
E4	CORE	Encode tactical signals
E4	CORE	Log external tactical communications

COMMUNICATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E7	NON-CORE	Make operational and situational reports (e.g. Air Defense (AD), Ballistic Missile Defense (BMD), Sea Combat Commander (SCC), etc.)
E5	CORE	Manage communication plans
E4	CORE	Perform external communications (ship-to-ship, ship-to-shore, ship-to-air)
E4	CORE	Record tactical communications (internal, external)
E4	CORE	Test Combat Information Center (CIC)/Combat Direction Center (CDC) communication systems

ELECTRONIC SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Configure Command, Control, Computer, Communication, and Intelligence (C4I) systems for operations (watch, prosecution, weapons employment)
E4	CORE	Configure Identification Friend or Foe (IFF) equipment
E4	CORE	Configure informational display systems
E4	CORE	Configure radars remotely
E4	CORE	Configure Tactical Display System (TDS) for operations
E4	NON-CORE	Coordinate data link operations
E4	NON-CORE	Establish data links (dual-net multi-frequency data links and multi-frequency links)
E4	CORE	Evaluate Automatic Identification Systems (AIS) information
E4	CORE	Evaluate radar performance
E4	CORE	Evaluate Tactical Display Systems (TDS) information
E4	CORE	Identify emergency signals
E4	NON-CORE	Initialize Data Terminal Sets (DTS)
E4	NON-CORE	Initialize databases (e.g. link, Global Command and Control System (GCCS), Air Defense Systems Integrator (ADSI), etc.)
E4	NON-CORE	Initiate link communications
E4	CORE	Load waypoints and tracks into electronic charting systems
E4	NON-CORE	Manage databases (e.g. link, Global Command and Control System (GCCS), Air Defense Systems Integrator (ADSI), etc.)
E4	NON-CORE	Manage Tactical Display System (TDS) interfaces
E6	CORE	Manage Tactical Display System (TDS) operations
E4	NON-CORE	Monitor link performance
E4	CORE	Monitor radar performance at Remote Control Panels (RCP)
E4	CORE	Perform link track correlations
E4	CORE	Resolve identification conflicts
E5	CORE	Supervise command and control systems operations
E5	CORE	Supervise Tactical Display System (TDS) operations
E4	CORE	Verify friendly and hostile tracks
E4	CORE	Verify Identification Friend or Foe (IFF) information

NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Manage Naval Surface Fire Support (NSFS) teams
E6	CORE	Plan Naval Surface Fire Support (NSFS) engagements
E4	CORE	Plot friendly positions, lines, and no fire zones
E4	CORE	Plot targets using grid methods
E5	CORE	Supervise Naval Surface Fire Support (NSFS) plot teams

NAVIGATION

Paygrade	Task Type	Task Statements
E4	CORE	Calculate ship's position relative to Plan of Intended Movement (PIM)
E4	CORE	Compare lookout information with navigation plots
E4	CORE	Correlate lookout information with radar presentations
E4	CORE	Plot ship's position
E5	CORE	Recommend actions based on Navigation Rules and Regulations
E4	CORE	Report aids and hazards to navigation
E5	CORE	Verify plotting of swept channels

SEARCH AND RESCUE (SAR) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Plot distress signals, bearings, and ranges
E4	CORE	Plot search areas for maritime Search and Rescue (SAR) operations
E4	CORE	Plot shipboard search patterns
E4	CORE	Provide Search and Rescue (SAR) operation recommendations

SURFACE WARFARE (SUW) OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Assign surface contact priorities
E4	CORE	Assign symbology to surface contacts
E6	CORE	Compare surface weapons targeting solutions
E6	CORE	Conduct shipboard defense against surface threats
E4	CORE	Determine surface contact classifications
E4	NON-CORE	Engage surface targets with harpoon weapon systems
E4	CORE	Evaluate surface Contacts of Interest (COI)
E4	CORE	Interpret symbology of surface contacts
E6	CORE	Make ship's movement recommendations to intercept Contacts of Interest (COI)
E7	CORE	Manage battle group Surface Warfare (SUW) operations
E6	CORE	Manage shipboard Surface Warfare (SUW) operations
E4	CORE	Plot surface contact information
E4	CORE	Plot Surface Warfare (SUW) engagements
E4	CORE	Plot Surface Warfare (SUW) symbology
E6	CORE	Recommend Surface Warfare (SUW) engagement tactics
E7	CORE	Recommend Surface Warfare (SUW) search and attack plans
E4	CORE	Report surface Contacts of Interest (COI)
E4	CORE	Report surface engagement Battle Damage Assessments (BDA)
E4	CORE	Review Surface Warfare (SUW) intelligence documents

SURFACE WARFARE (SUW) OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Supervise surface plotting teams
E4	CORE	Track surface Contacts of Interest (COI)
E4	CORE	Update surface contact information
E5	NON-CORE	Utilize air assets for search and attack plans (Surface Warfare (SUW), Undersea Warfare (USW))
E5	CORE	Verify surface contact classifications
E6	CORE	Verify Surface Warfare (SUW) targeting data

TACTICAL SUPPORT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Plot Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) areas
E4	CORE	Plot Electronic Warfare (EW) information
E4	NON-CORE	Plot Mine Warfare (MIW) information
E4	CORE	Report audible information (e.g. distress signals, whistles, bells, etc.)
E6	CORE	Verify extracted information from operational tasking (e.g. Operational Orders (OPORDS), Operations Schedules (OPSKED), Operational Taskings (OPTASK), etc.)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Extract required information from Naval messages
E4	CORE	Inventory Communications Security Material System (CMS) classified material
E4	CORE	Maintain Combat Information Center (CIC)/Combat Direction Center (CDC) watch logs
E5	CORE	Verify message formats

UNDERSEA WARFARE (USW) OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Evaluate undersea contact information
E7	CORE	Evaluate Undersea Warfare (USW) plots
E4	CORE	Perform Target Motion Analysis (TMA)
E4	CORE	Plot Undersea Warfare (USW) symbology
E5	CORE	Recommend evasive steering actions
E5	CORE	Recommend torpedo evasion actions
E5	CORE	Recommend Undersea Warfare (USW) search and attack plans
E5	CORE	Review Undersea Warfare (USW) plots
E5	NON-CORE	Utilize air assets for Undersea Warfare (USW) search and attack plans
E5	CORE	Validate Water Space Management (WSM) plans

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust operating mode of systems (training, normal operation)
E4	CORE	Configure systems to Commanding Officer's (CO) orders
E5	CORE	Direct execution of Warfare Commander's messages and intentions

WATCH TEAM OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E6	CORE	Direct transition of Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E4	CORE	Disseminate tactical information
E5	CORE	Execute Combat Information Center (CIC)/Combat Direction Center (CDC) doctrines
E5	CORE	Manage Combat Information Center (CIC)/Combat Direction Center (CDC) during casualty conditions
E4	CORE	Monitor assignment and engagement status of own ship's weapons systems
E4	CORE	Prepare Combat Information Center (CIC)/Combat Direction Center (CDC) for special evolutions
E6	CORE	Review Combat Information Center (CIC)/Combat Direction Center (CDC) doctrines
E4	NON-CORE	Review Rules of Engagement (ROE)
E4	NON-CORE	Review tactical operations data
E4	CORE	Review threat weapons data
E4	NON-CORE	Review Warfare Commander's messages and intentions
E4	NON-CORE	Review watch-related operational references
E6	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) during special evolutions
E5	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) watch team performance
E5	CORE	Supervise equipment alignments according to Emission Control (EMCON) plans
E4	NON-CORE	Transition Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E4	CORE	Update plotting and status boards
E4	CORE	Verify equipment alignment according to Emission Control (EMCON) plans
E5	CORE	Verify systems alignment to Commanding Officer's (CO) tactical orders

Job Title **Job Code**

Operations Administrator 003741

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	OPERATIONS ADMINISTRATOR	OPS ADMIN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	OS	NEC as assigned to job

Job Description

Operations Administrators develop and execute shipboard communications plans and unit Search and Rescue (SAR) efforts; administer chart maintenance; draft messages; control classified material; maintain and review various watch stations logs and records; conduct briefs and debriefs; and assist in the coordination of combat systems training scenarios and special evolutions preparations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Radar	122100	Command and Control Center Specialists	55-3015.00	Military Specific

Skills	Abilities
Reading Comprehension	*Information Ordering*
Active Learning	*Written Comprehension*
Critical Thinking	*Deductive Reasoning*
Quality Control Analysis	*Inductive Reasoning*
Complex Problem Solving	*Problem Sensitivity*
Coordination	*Written Expression*
Monitoring	*Control Precision*
Writing	*Auditory Attention*
Equipment Selection	*Category Flexibility*
Judgment and Decision Making	*Speech Clarity*

AIR WARFARE (AW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Assess air contact priorities
E4	CORE	Maintain aeronautical charts and publications
E4	NON-CORE	Manage aircraft mission plans
E7	CORE	Plan Air Defense (AD) operations
E4	CORE	Review Air Defense (AD) intelligence documents
E4	CORE	Review Air Defense (AD) plans

AMPHIBIOUS WARFARE (AMW) OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Plan amphibious operations
E4	CORE	Plot Amphibious Objective Area (AOA) information
E5	CORE	Supervise Amphibious Objective Area (AOA) plots

BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Manage shipboard Ballistic Missile Defense (BMD) operations
E4	CORE	Review Ballistic Missile Defense (BMD) intelligence documents

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Authenticate tactical signals
E4	CORE	Decode tactical signals
E6	CORE	Develop communication plans

COMMUNICATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Encode tactical signals
E4	CORE	Log external tactical communications
E7	NON-CORE	Make operational and situational reports (e.g. Air Defense (AD), Ballistic Missile Defense (BMD), Sea Combat Commander (SCC), etc.)
E5	CORE	Manage communication plans
E4	CORE	Perform external communications (ship-to-ship, ship-to-shore, ship-to-air)
E4	CORE	Record tactical communications (internal, external)
E4	CORE	Test Combat Information Center (CIC)/Combat Direction Center (CDC) communication systems

ELECTRONIC SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Configure Command, Control, Computer, Communication, and Intelligence (C4I) systems for operations (watch, prosecution, weapons employment)
E4	CORE	Configure Tactical Display System (TDS) for operations
E4	NON-CORE	Coordinate data link operations
E4	NON-CORE	Initialize databases (e.g. link, Global Command and Control System (GCCS), Air Defense Systems Integrator (ADSI), etc.)
E4	NON-CORE	Manage databases (e.g. link, Global Command and Control System (GCCS), Air Defense Systems Integrator (ADSI), etc.)
E4	CORE	Verify Identification Friend or Foe (IFF) information

NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Manage Naval Surface Fire Support (NSFS) teams
E6	CORE	Plan Naval Surface Fire Support (NSFS) engagements
E5	CORE	Supervise Naval Surface Fire Support (NSFS) plot teams

NAVIGATION

Paygrade	Task Type	Task Statements
E4	CORE	Maintain chart inventories
E5	CORE	Recommend actions based on Navigation Rules and Regulations
E5	CORE	Verify plotting of swept channels

SEARCH AND RESCUE (SAR) OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate Search and Rescue (SAR) teams
E4	CORE	Plot search areas for maritime Search and Rescue (SAR) operations
E4	CORE	Provide Search and Rescue (SAR) operation recommendations

SURFACE WARFARE (SUW) OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Assign surface contact priorities
E4	CORE	Evaluate surface Contacts of Interest (COI)
E7	CORE	Manage battle group Surface Warfare (SUW) operations

SURFACE WARFARE (SUW) OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E6	CORE	Manage shipboard Surface Warfare (SUW) operations
E6	CORE	Recommend Surface Warfare (SUW) engagement tactics
E4	CORE	Review Surface Warfare (SUW) intelligence documents

TACTICAL SUPPORT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Plot navigation requirements (e.g. Operational Orders (OPORDS), Operational Plans (OPLAN), Operational Taskings (OPTASK), etc.)
E7	CORE	Review prepared charts
E4	CORE	Update fixed points on charts
E6	CORE	Validate plotted navigation requirements
E6	CORE	Verify extracted information from operational tasking (e.g. Operational Orders (OPORDS), Operations Schedules (OPSKED), Operational Taskings (OPTASK), etc.)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Extract required information from Naval messages
E4	CORE	Inventory Communications Security Material System (CMS) classified material
E4	CORE	Maintain Combat Information Center (CIC)/Combat Direction Center (CDC) watch logs
E4	CORE	Review deviations and variations
E4	CORE	Verify cryptographic keying material loaded
E5	CORE	Verify message formats

UNDERSEA WARFARE (USW) OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Validate Water Space Management (WSM) plans

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust operating mode of systems (training, normal operation)
E4	CORE	Configure systems to Commanding Officer's (CO) orders
E5	CORE	Direct execution of Warfare Commander's messages and intentions
E6	CORE	Direct transition of Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E4	CORE	Disseminate tactical information
E5	CORE	Execute Combat Information Center (CIC)/Combat Direction Center (CDC) doctrines
E4	CORE	Prepare Combat Information Center (CIC)/Combat Direction Center (CDC) for special evolutions
E6	CORE	Review Combat Information Center (CIC)/Combat Direction Center (CDC) doctrines
E4	NON-CORE	Review Rules of Engagement (ROE)
E4	NON-CORE	Review tactical operations data

WATCH TEAM OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Review threat weapons data
E4	NON-CORE	Review Warfare Commander's messages and intentions
E4	NON-CORE	Review watch-related operational references
E6	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) during special evolutions
E5	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) watch team performance
E5	CORE	Supervise equipment alignments according to Emission Control (EMCON) plans
E4	NON-CORE	Transition Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E4	CORE	Update plotting and status boards
E4	CORE	Verify equipment alignment according to Emission Control (EMCON) plans
E5	CORE	Verify systems alignment to Commanding Officer's (CO) tactical orders

Job Title **Job Code**

Electronic Systems Operator 003742

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	ELECTRONIC SYSTEMS OPERATOR	ELEC SYS OPER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	OS	NEC as assigned to job

Job Description

Electronic Systems Operators initialize, configure, operate, and monitor the functions of various electronics and Command and Control systems to include, but not limited to, the operations of consoles, computers, radars, and radar display equipment and systems; and operate Identification Friend or Foe (IFF) equipment, various data link systems, communication equipment, and electronic charting systems.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Radar	122100	Command and Control Center Specialists	55-3015.00	Military Specific

Skills	Abilities
Complex Problem Solving	*Information Ordering*
Writing	*Problem Sensitivity*
Monitoring	*Inductive Reasoning*
Critical Thinking	*Deductive Reasoning*
Reading Comprehension	*Written Comprehension*
Active Learning	*Manual Dexterity*
Judgment and Decision Making	*Speech Clarity*
Operation and Control	*Finger Dexterity*
Coordination	*Rate Control*
Mathematics	*Control Precision*

AIR WARFARE (AW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze air Contacts of Interest (COI)
E4	CORE	Assess air contact priorities
E4	CORE	Assign symbology to air contacts
E4	CORE	Assist shipboard defense against airborne threats
E4	CORE	Conduct shipboard defense against airborne threats
E4	CORE	Determine air contact classifications
E4	CORE	Evaluate air contact information
E4	CORE	Input Air Defense (AD) fire control parameters
E4	CORE	Interpret symbology of air contacts
E7	CORE	Make battle group operation requirement recommendations (e.g. Air Defense (AD), Ballistic Missile Defense (BMD), Surface Warfare (SUW), etc.)
E7	CORE	Manage aircraft emergency situations
E6	CORE	Manage shipboard Air Defense (AD) operations
E7	CORE	Plan Air Defense (AD) operations
E5	NON-CORE	Provide tactical information to aircraft (e.g. weapons condition and status, Fleet Air Defense Identification Zone (FADIZ), waypoints, etc.)
E5	NON-CORE	Recommend Air Defense (AD) engagement tactics
E7	CORE	Recommend Air Defense (AD) plans
E4	CORE	Relay air engagement Battle Damage Assessments (BDA)
E4	CORE	Relay alert aircraft status
E4	CORE	Report air Contacts of Interest (COI)

AIR WARFARE (AW) OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Report air engagement Battle Damage Assessments (BDA)
E4	CORE	Report return to force assets
E4	CORE	Review Air Defense (AD) intelligence documents
E4	CORE	Review Air Defense (AD) plans
E6	NON-CORE	Supervise air control operations
E5	CORE	Supervise aircraft emergency situations
E4	CORE	Track air Contacts of Interest (COI)
E4	CORE	Update air contact information
E4	NON-CORE	Update controlled aircraft status

AMPHIBIOUS WARFARE (AMW) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate amphibious craft positions
E7	CORE	Manage ship-to-shore movements
E4	CORE	Plot Amphibious Objective Area (AOA) information
E4	CORE	Plot Amphibious Warfare (AMW) symbology
E4	NON-CORE	Provide support information to aircraft (e.g. safety of flight, advisory control, amphibious mission support, etc.)
E4	CORE	Report ship-to-shore movements
E5	CORE	Supervise Amphibious Objective Area (AOA) plots

BALLISTIC MISSILE DEFENSE (BMD) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze space or ballistic Contacts of Interest (COI)
E4	CORE	Assign symbology to space or ballistic contacts
E4	CORE	Evaluate space or ballistic contact information
E4	CORE	Interpret symbology of space or ballistic contacts
E6	CORE	Report space or ballistic Contacts of Interest (COI)
E4	CORE	Review Ballistic Missile Defense (BMD) intelligence documents
E4	CORE	Update space or ballistic contact information

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Authenticate tactical signals
E4	CORE	Decode tactical signals
E4	CORE	Encode tactical signals
E4	CORE	Log external tactical communications
E7	NON-CORE	Make operational and situational reports (e.g. Air Defense (AD), Ballistic Missile Defense (BMD), Sea Combat Commander (SCC), etc.)
E4	CORE	Perform external communications (ship-to-ship, ship-to-shore, ship-to-air)
E4	CORE	Record tactical communications (internal, external)
E4	CORE	Test Combat Information Center (CIC)/Combat Direction Center (CDC) communication systems

ELECTRONIC SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Configure automatic tracking features
E5	CORE	Configure Command, Control, Computer, Communication, and Intelligence (C4I) systems for operations (watch, prosecution, weapons employment)
E4	CORE	Configure Identification Friend or Foe (IFF) equipment
E4	CORE	Configure informational display systems
E4	CORE	Configure radars remotely
E4	CORE	Configure Tactical Display System (TDS) for operations
E4	NON-CORE	Coordinate data link operations
E4	NON-CORE	Establish data links (dual-net multi-frequency data links and multi-frequency links)
E4	CORE	Evaluate Automatic Identification Systems (AIS) information
E4	CORE	Evaluate radar performance
E4	CORE	Evaluate Tactical Display Systems (TDS) information
E4	CORE	Identify emergency signals
E4	NON-CORE	Initialize Data Terminal Sets (DTS)
E4	NON-CORE	Initialize databases (e.g. link, Global Command and Control System (GCCS), Air Defense Systems Integrator (ADSI), etc.)
E4	NON-CORE	Initiate link communications
E4	CORE	Load waypoints and tracks into electronic charting systems
E4	NON-CORE	Manage databases (e.g. link, Global Command and Control System (GCCS), Air Defense Systems Integrator (ADSI), etc.)
E4	NON-CORE	Manage Tactical Display System (TDS) interfaces
E6	CORE	Manage Tactical Display System (TDS) operations
E4	NON-CORE	Monitor link performance
E4	CORE	Monitor radar performance at Remote Control Panels (RCP)
E4	CORE	Perform link track correlations
E4	CORE	Resolve identification conflicts
E5	CORE	Supervise command and control systems operations
E5	CORE	Supervise Tactical Display System (TDS) operations
E4	CORE	Verify friendly and hostile tracks
E4	CORE	Verify Identification Friend or Foe (IFF) information

NAVAL SURFACE FIRE SUPPORT (NSFS) OPERATIONS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Manage Naval Surface Fire Support (NSFS) teams
E6	CORE	Plan Naval Surface Fire Support (NSFS) engagements
E4	CORE	Plot friendly positions, lines, and no fire zones
E4	CORE	Plot targets using grid methods
E5	CORE	Supervise Naval Surface Fire Support (NSFS) plot teams

NAVIGATION

Paygrade	Task Type	Task Statements
E4	CORE	Calculate set and drift
E4	CORE	Calculate ship's position relative to Plan of Intended Movement (PIM)
E4	CORE	Compare fathometer readings with charts
E4	CORE	Compare lookout information with fix data
E4	CORE	Compare lookout information with navigation plots
E4	CORE	Compare radar scope presentations with charts
E4	CORE	Compute course and speed made good
E4	CORE	Correlate lookout information with radar presentations
E7	CORE	Manage navigation teams during special evolutions (e.g. restricted waters, man overboard, straits transits, etc.)
E4	CORE	Plot anchorages
E4	CORE	Plot Dead Reckoning (DR) tracks
E4	CORE	Plot ship's advance and transfer
E4	CORE	Plot ship's position
E5	CORE	Plot ship's position during special evolutions (e.g. restricted waters, man overboard, straits transit, etc.)
E4	CORE	Plot ship's track
E4	CORE	Plot swept channels
E4	CORE	Plot swing and drag circles
E5	CORE	Recommend actions based on Navigation Rules and Regulations
E4	CORE	Report aids and hazards to navigation
E5	CORE	Report gyrocompass errors
E4	CORE	Report latitude and longitude from plotted positions on nautical charts
E6	CORE	Supervise anchoring operations from Combat Information Center (CIC)/Combat Direction Center (CDC)
E5	CORE	Verify plotting of swept channels

SEARCH AND RESCUE (SAR) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Plot distress signals, bearings, and ranges
E4	CORE	Plot search areas for maritime Search and Rescue (SAR) operations
E4	CORE	Plot shipboard search patterns
E4	CORE	Provide man overboard information (e.g. bearing, distance, recovery options, etc.)
E4	CORE	Provide Search and Rescue (SAR) operation recommendations

SURFACE WARFARE (SUW) OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Assign surface contact priorities
E4	CORE	Assign symbology to surface contacts
E6	CORE	Compare surface weapons targeting solutions
E6	CORE	Conduct shipboard defense against surface threats
E4	CORE	Determine surface contact classifications
E4	NON-CORE	Engage surface targets with harpoon weapon systems

SURFACE WARFARE (SUW) OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Evaluate surface Contacts of Interest (COI)
E4	CORE	Interpret symbology of surface contacts
E6	CORE	Make ship's movement recommendations to intercept Contacts of Interest (COI)
E6	CORE	Manage shipboard Surface Warfare (SUW) operations
E4	CORE	Plot surface contact information
E4	CORE	Plot Surface Warfare (SUW) engagements
E4	CORE	Plot Surface Warfare (SUW) symbology
E6	CORE	Recommend Surface Warfare (SUW) engagement tactics
E7	CORE	Recommend Surface Warfare (SUW) search and attack plans
E4	CORE	Report surface Contacts of Interest (COI)
E4	CORE	Report surface engagement Battle Damage Assessments (BDA)
E4	CORE	Review Surface Warfare (SUW) intelligence documents
E5	CORE	Supervise surface plotting teams
E4	CORE	Track surface Contacts of Interest (COI)
E4	CORE	Update surface contact information
E5	CORE	Verify surface contact classifications
E6	CORE	Verify Surface Warfare (SUW) targeting data

TACTICAL SUPPORT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Calculate advanced maneuvering board solutions (e.g. wind, scouting problems, station changes, etc.)
E4	CORE	Calculate basic maneuvering board solutions (e.g. avoidance courses, Closest Point of Approach (CPA), course/speed, etc.)
E4	CORE	Plot Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) areas
E4	CORE	Plot Electronic Warfare (EW) information
E4	CORE	Plot environmental conditions (e.g. true wind, weather, sea temperature, etc.)
E4	NON-CORE	Plot Mine Warfare (MIW) information
E4	CORE	Plot navigation requirements (e.g. Operational Orders (OPORDS), Operational Plans (OPLAN), Operational Taskings (OPTASK), etc.)
E4	CORE	Report audible information (e.g. distress signals, whistles, bells, etc.)
E4	CORE	Report visual information
E4	CORE	Update fixed points on charts
E6	CORE	Verify extracted information from operational tasking (e.g. Operational Orders (OPORDS), Operations Schedules (OPSKED), Operational Taskings (OPTASK), etc.)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Extract required information from Naval messages
E4	CORE	Inventory Communications Security Material System (CMS) classified material
E4	CORE	Maintain Combat Information Center (CIC)/Combat Direction Center (CDC) watch logs

TECHNICAL ADMINISTRATION (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Review deviations and variations
E4	CORE	Verify cryptographic keying material loaded
E5	CORE	Verify message formats

UNDERSEA WARFARE (USW) OPERATIONS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Evaluate undersea contact information
E7	CORE	Evaluate Undersea Warfare (USW) plots
E4	CORE	Perform Target Motion Analysis (TMA)
E4	CORE	Plot Undersea Warfare (USW) symbology
E5	CORE	Recommend evasive steering actions
E5	CORE	Recommend torpedo evasion actions
E5	CORE	Recommend Undersea Warfare (USW) search and attack plans
E5	CORE	Review Undersea Warfare (USW) plots
E5	NON-CORE	Utilize air assets for Undersea Warfare (USW) search and attack plans
E5	CORE	Validate Water Space Management (WSM) plans

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Adjust operating mode of systems (training, normal operation)
E4	CORE	Configure systems to Commanding Officer's (CO) orders
E5	CORE	Direct execution of Warfare Commander's messages and intentions
E6	CORE	Direct transition of Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E4	CORE	Disseminate tactical information
E5	CORE	Execute Combat Information Center (CIC)/Combat Direction Center (CDC) doctrines
E5	CORE	Manage Combat Information Center (CIC)/Combat Direction Center (CDC) during casualty conditions
E4	CORE	Monitor assignment and engagement status of own ship's weapons systems
E4	CORE	Prepare Combat Information Center (CIC)/Combat Direction Center (CDC) for special evolutions
E6	CORE	Review Combat Information Center (CIC)/Combat Direction Center (CDC) doctrines
E4	NON-CORE	Review Rules of Engagement (ROE)
E4	NON-CORE	Review tactical operations data
E4	CORE	Review threat weapons data
E4	NON-CORE	Review Warfare Commander's messages and intentions
E4	NON-CORE	Review watch-related operational references
E6	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) during special evolutions
E5	CORE	Supervise Combat Information Center (CIC)/Combat Direction Center (CDC) watch team performance

WATCH TEAM OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Supervise equipment alignments according to Emission Control (EMCON) plans
E4	NON-CORE	Transition Combat Information Center (CIC)/Combat Direction Center (CDC) between conditions of readiness
E4	CORE	Update plotting and status boards
E4	CORE	Verify equipment alignment according to Emission Control (EMCON) plans
E5	CORE	Verify systems alignment to Commanding Officer's (CO) tactical orders

CHAPTER 64

PERSONNEL SPECIALIST
(PS)

NAVPERS 18068-64A
CH-56

Updated: October 2013

TABLE OF CONTENTS
PERSONNEL SPECIALIST (PS)

SCOPE OF RATING	PS-4
GENERAL INFORMATION	PS-5
PAY CLERK	PS-6
AUTOMATED DATA PROCESSING (ADP) OPERATIONS	PS-6
CORRESPONDENCE	PS-6
ELECTRONIC SERVICE RECORDS	PS-6
FINANCIAL RECORDS AND REPORTS	PS-6
LEGAL	PS-7
NAVY CASH	PS-7
PAYS AND ALLOWANCES	PS-7
RECEIPTS	PS-7
REENLISTMENTS AND EXTENSIONS	PS-7
RESERVES	PS-7
SEPARATIONS AND RETIREMENTS	PS-8
TRANSFERS	PS-8
TRAVEL AND TRANSPORTATION	PS-8
PAY SUPERVISOR	PS-9
AUTOMATED DATA PROCESSING (ADP) OPERATIONS	PS-9
CORRESPONDENCE	PS-9
FINANCIAL RECORDS AND REPORTS	PS-9
NAVY CASH	PS-10
PAYS AND ALLOWANCES	PS-11
RECEIPTS	PS-11
REENLISTMENTS AND EXTENSIONS	PS-11
RESERVES	PS-11
SEPARATIONS AND RETIREMENTS	PS-12
TRAVEL AND TRANSPORTATION	PS-12
PAY MANAGER	PS-13
AUTOMATED DATA PROCESSING (ADP) OPERATIONS	PS-13
CORRESPONDENCE	PS-13
FINANCIAL RECORDS AND REPORTS	PS-13
NAVY CASH	PS-14
PAYS AND ALLOWANCES	PS-15
REENLISTMENTS AND EXTENSIONS	PS-15
RESERVES	PS-15
SEPARATIONS AND RETIREMENTS	PS-15
TRAVEL AND TRANSPORTATION	PS-15
PERSONNEL CLERK	PS-16
AUTOMATED DATA PROCESSING (ADP) OPERATIONS	PS-16
CORRESPONDENCE	PS-16
EDUCATION SERVICES	PS-16
ELECTRONIC SERVICE RECORDS	PS-16
FINANCIAL RECORDS AND REPORTS	PS-17
IDENTIFICATION CARD (ID) CARDS	PS-17
LEGAL	PS-17
MANNING AND MANPOWER	PS-17
PAYS AND ALLOWANCES	PS-17
RECEIPTS	PS-18
REENLISTMENTS AND EXTENSIONS	PS-18
RESERVES	PS-18
SEPARATIONS AND RETIREMENTS	PS-18
TRANSFERS	PS-19
TRAVEL AND TRANSPORTATION	PS-19

PERSONNEL SUPERVISOR PS-20
AUTOMATED DATA PROCESSING (ADP) OPERATIONS PS-20
CORRESPONDENCE PS-20
EDUCATION SERVICES PS-21
ELECTRONIC SERVICE RECORDS PS-21
FINANCIAL RECORDS AND REPORTS PS-21
IDENTIFICATION CARD (ID) CARDS PS-21
LEGAL PS-21
MANNING AND MANPOWER PS-22
PAYS AND ALLOWANCES PS-22
RECEIPTS PS-22
REENLISTMENTS AND EXTENSIONS PS-22
RESERVES PS-22
SEPARATIONS AND RETIREMENTS PS-23
TRANSFERS PS-23
TRAVEL AND TRANSPORTATION PS-23
PERSONNEL MANAGER PS-24
AUTOMATED DATA PROCESSING (ADP) OPERATIONS PS-24
CORRESPONDENCE PS-24
EDUCATION SERVICES PS-24
FINANCIAL RECORDS AND REPORTS PS-25
MANNING AND MANPOWER PS-25
PAYS AND ALLOWANCES PS-25
REENLISTMENTS AND EXTENSIONS PS-25
SEPARATIONS AND RETIREMENTS PS-25
TRAVEL AND TRANSPORTATION PS-25

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

PERSONNEL SPECIALIST (PS)

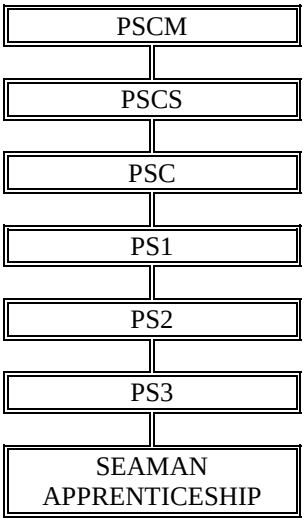
SCOPE OF RATING

Personnel Specialists (PS) maintain financial and electronic service records for active and reserve components; provide customer service to active and reserve members, retirees and dependents; prepare, audit, and verify military personnel and pay transaction documents; process and review military pay entitlements and deductions and perform related computations; prepare, verify and submit all pay and personnel documents resulting from Absent Without Official Leave (AWOL), Non-Judicial Punishment (NJP), and Court Martial; counsel personnel regarding permanent change of station (PCS), separation entitlements, and policies; determine transportation entitlements, prepare orders, arrange transportation, and compute allowances; prepare reenlistment and separation documentation; counsel personnel on education and training opportunities; order, prepare advancement worksheets, and administer Navy-wide advancement examinations; prepare routine naval correspondence and administrative naval messages; conduct pre-deployment and indoctrination briefs; manage Enlisted Distribution Verification Reports (EDVR) and optimal manning posture; monitor accession, contract, and quality control reports; verify security screening for enlistment qualification and special duty assignments; maintain leave and accounting records; prepare military payrolls; process and audit vouchers; maintain related fiscal records and prepare associated reports and returns; operate shipboard Automatic Data Processing (ADP) equipment associated with afloat pay delivery systems; and verify, issue, and maintain security of active, reserve, retired, and dependent identification cards.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 64.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories may be found in OPNAVINST 1420.1.

SPECIAL REQUIREMENTS

Member must not have been convicted or received punishment for any crime incident to larceny or fraud by a court-martial, Article 15, or by a civilian court within the previous 36 months for rating entry.

Members in the rating who are reduced in rate for mishandling funds, committing fraudulent acts, or theft involving government property shall not retain their designations in the rating. These cases will be under forced conversion per MILPERSMAN 1440-010.

CITIZENSHIP/SECURITY REQUIREMENTS

None.

PERFORMANCE TESTS

None.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

NEBC Job Title

Pay Clerk

NEBC Job Code

001127

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	PAY CLERK	PAY CLERK

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PS	Not applicable

Job Description

Pay Clerks are responsible to process travel claims for active and reserve components; process pay entitlements, deductions, payments, collections, and allotment requests; interpret publications and disseminate information to customers; review pay transactions; interpret Leave and Earnings Statements (LES), Master Military Pay Accounts (MMPA), and DoD pay and travel publications; prepare financial documents; and serve as collection agents, agent cashiers, or cash custodians.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Combined Personnel and Administration, General	152000	Bookkeeping, Accounting, and Auditing Clerks	43-3031.00	Office and Administrative Support

Skills	Abilities
Complex Problem Solving	*Deductive Reasoning*
Judgment and Decision Making	*Information Ordering*
Reading Comprehension	*Inductive Reasoning*
Critical Thinking	*Written Comprehension*
Management of Personnel Resources	*Mathematical Reasoning*
Mathematics	*Number Facility*
Coordination	*Oral Expression*
Management of Material Resources	*Memorization*
Monitoring	*Oral Comprehension*
Management of Financial Resources	*Perceptual Speed*

AUTOMATED DATA PROCESSING (ADP) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Process Transaction Online Processing System (TOPS) pay transactions

CORRESPONDENCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain pay transaction tickler
E4	CORE	Prepare Overseas Tour Extension Incentive Program (OTEIP) requests

ELECTRONIC SERVICE RECORDS

Paygrade	Task Type	Task Statements
E4	CORE	Compute Pay Entry Base Date (PEBD) or Active Duty Service Dates (ADSD)
E4	CORE	Process Dependency Application and Record of Emergency Data (NAVPERS FORM 1070/602)

FINANCIAL RECORDS AND REPORTS

Paygrade	Task Type	Task Statements
E4	CORE	Assist on-site audits and cash verification teams
E4	CORE	Maintain disbursing office security
E4	CORE	Monitor local check cashing policies
E4	CORE	Prepare bank deposits
E4	CORE	Prepare Daily Agent Accountability Summaries (DD FORM 2665)
E4	CORE	Prepare Journal Vouchers (OPTIONAL FORM 1017-G)
E4	CORE	Prepare negotiable instrument endorsements (checks, money orders, etc)
E4	CORE	Prepare negotiable instrument letters of destruction

E4	CORE	Process collection and disbursement vouchers
E4	CORE	Process Pay Adjustment Authorizations (DD FORM 139)
E4	CORE	Reconcile on-site audits and cash verification team noted discrepancies
E4	CORE	Validate endorsements on negotiable instruments (checks, money orders, etc.)

LEGAL

Paygrade	Task Type	Task Statements
E4	CORE	Process Court Memorandums (NAVPERS FORM 1070/607)

NAVY CASH

Paygrade	Task Type	Task Statements
E4	CORE	Back-up Navy Cash systems
E4	CORE	Change Navy Cash card Personal Identification Numbers (PIN)
E4	CORE	Conduct Navy Cash card chip transactions
E4	CORE	Issue Navy Cash cards
E4	CORE	Operate Navy Cash card reader Point of Sale (POS) devices
E4	CORE	Perform Navy Cash system preventive equipment maintenance
E4	CORE	Process Navy Cash enrollments
E4	CORE	Submit Navy Cash system trouble calls
E4	CORE	Update Navy Cash account information

PAYS AND ALLOWANCES

Paygrade	Task Type	Task Statements
E4	CORE	Correct Defense Finance and Accounting Service (DFAS) rejections
E4	CORE	Process allotment authorizations
E4	CORE	Process pay entitlements and allowances (Career Sea Pay Premium (CSPP), Sea Duty Incentive Pay (SDIP), special pay)
E4	CORE	Process Selective Enlistment Bonus (SEB) entitlements
E4	CORE	Verify member Career Sea Pay Premium (CSPP) eligibility

RECEIPTS

Paygrade	Task Type	Task Statements
E4	CORE	Prepare receipt pay transactions
E4	CORE	Provide Permanent Change of Station (PCS) receipts counseling
E4	CORE	Reconcile Selective Enlistment Bonus (SEB)
E4	CORE	Verify Obligated Service (OBLISERV) completion
E4	CORE	Verify pay and allowance entitlements

REENLISTMENTS AND EXTENSIONS

Paygrade	Task Type	Task Statements
E4	CORE	Verify Enlisted Active Obligated Service (EAOS) postings to the Master Military Pay Account (MMPA)

RESERVES

Paygrade	Task Type	Task Statements
E4	CORE	Process Annual Training (AT) entitlements
E4	CORE	Process Inactive Duty Training Travel (IDTT)
E4	CORE	Process reserve gains and losses

SEPARATIONS AND RETIREMENTS

Paygrade	Task Type	Task Statements
E4	CORE	File separation documents
E4	CORE	Prepare separation pay worksheets
E4	CORE	Prepare separation worksheets
E4	CORE	Reconcile leave balances
E4	CORE	Verify involuntary separation pay eligibility and entitlements
E4	CORE	Verify leave balances
E4	CORE	Verify lump sum leave and correct days paid
E4	CORE	Verify Master Military Pay Account (MMPA) separation transactions (Format Identifier E503, etc.)
E4	CORE	Verify Master Military Pay Account (MMPA) status code changes
E4	CORE	Verify Non-Judicial Punishment (NJP) actions
E4	CORE	Verify suspended debts

TRANSFERS

Paygrade	Task Type	Task Statements
E4	CORE	Construct Permanent Change of Station (PCS) accounting data
E4	CORE	Perform counseling on Permanent Change of Station (PCS) transfers
E4	CORE	Reconcile Advance Pay Requests (DD FORM 2560)
E4	CORE	Reconcile Permanent Change of Station (PCS) accounting data

TRAVEL AND TRANSPORTATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Archive Integrated Automated Travel System (IATS) data files
E4	CORE	Construct separation accounting data
E4	CORE	Process Consecutive Overseas Tour (COT) travel entitlements
E4	CORE	Process Electronic Funds Transfer (EFT) forms
E4	CORE	Process evacuation orders
E4	CORE	Process shore patrol orders
E4	CORE	Process Temporary Lodging Allowances (TLA)
E4	CORE	Process Temporary Lodging Expense (TLE) claims
E4	CORE	Process travel advance requests
E4	CORE	Process travel liquidations for family members to bedside of seriously ill or injured
E4	CORE	Reconcile separation accounting data
E4	CORE	Reconcile travel claim overpayments
E4	CORE	Verify disbursements of travel payment postings
E4	CORE	Verify Electronic Funds Transfer (EFT) information

NEBC Job Title

Pay Supervisor

NEBC Job Code

001117

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Business and Financial Operations	TBD	PAY SUPERVISOR	PAY SUPV

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PS	As required by job due to unavailability of a Postal Clerk: 3001

Job Description

Pay Supervisors oversee the functions of the Pay Clerk and are responsible for the operations of the travel and pay divisions for active and reserve components; verify or audit disbursing office financial reports and returns; reference DoD pay and travel publications (e.g., DoD Financial Management Regulations, Vol. 5, 7A, 9, Joint Federal Travel Regulations), regulations, procedures, and the pay and travel computer systems; audit pay and travel advances and liquidations; maintain financial records; verify, audit, and transmit pay documents; manage and update computerized publication and travel system changes; authorize pay systems access; destroy voided checks, cash negotiable instruments, and collections; distribute public funds, perform bank deposits, and account for foreign funds; manage the Navy Cash program; train travel and pay clerks; inform crewmembers on entitlement, deduction, and collection changes; and solve complex travel claims and pay problems.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Combined Personnel and Administration, General	152000	Accountants and Auditors	13-2011.00	Business and Financial Operations

Skills	Abilities
Judgment and Decision Making	*Information Ordering*
Critical Thinking	*Deductive Reasoning*
Complex Problem Solving	*Number Facility*
Mathematics	*Mathematical Reasoning*
Management of Financial Resources	*Problem Sensitivity*
Monitoring	*Written Expression*
Reading Comprehension	*Written Comprehension*
Management of Material Resources	*Inductive Reasoning*
Quality Control Analysis	*Oral Expression*
Management of Personnel Resources	*Perceptual Speed*

AUTOMATED DATA PROCESSING (ADP) OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Approve System Authorization Access Requests (SAAR) (DD FORM 2875) for pay systems
E6	NON-CORE	Assign Transaction Online Processing System (TOPS) pay transactions

CORRESPONDENCE

Paygrade	Task Type	Task Statements
E5	CORE	Certify pay transaction ticklers

FINANCIAL RECORDS AND REPORTS

Paygrade	Task Type	Task Statements
E4	CORE	Assist on-site audits and cash verification teams
E5	CORE	Audit cash on hand
E5	CORE	Audit collection and disbursement vouchers
E5	CORE	Audit financial returns
E5	CORE	Audit Returned and Undeliverable Check/Bond Records (DD FORM 2658)
E5	CORE	Balance Foreign Currency Control Records (DD FORM 2663)
E5	CORE	Balance Statement of Accountability (Standard Form 1219)
E5	CORE	Certify disbursing accounts and reports
E5	CORE	Inventory treasury checks
E5	CORE	Maintain Activity Security Checklist (Standard Form 701)
E4	CORE	Maintain disbursing office security

E5	CORE	Maintain imprest funds
E5	NON-CORE	Maintain key logs
E5	CORE	Maintain Limited Depository Accounts (LDA)
E5	CORE	Maintain security access logs
E5	CORE	Maintain Statement of Deposit Activity (SODA) records
E4	CORE	Monitor local check cashing policies
E5	CORE	Prepare disbursing officer commencement or relieving letters
E5	CORE	Prepare financial returns for submission to Defense Finance and Accounting Service (DFAS) site
E4	CORE	Prepare Pay Adjustment Authorizations (DD FORM 139)
E5	CORE	Prepare Statement of Accountability (Standard Form 1219)
E4	CORE	Prepare Voucher and Schedule of Withdrawals and Credits (Standard Form 1081)
E4	CORE	Process collection and disbursement vouchers
E5	CORE	Process foreign disbursing quarterly reports for Defense Finance and Accounting Service (DFAS)
E5	CORE	Process foreign funds received
E5	CORE	Process Month End Check Issue Summaries (Standard Form 1179)
E5	CORE	Process treasury checks
E5	CORE	Reconcile bank deposit and debit vouchers
E5	CORE	Reconcile collection and disbursing voucher logs
E5	CORE	Reconcile Daily Agent Accountability Summary (DD FORM 2665)
	E5	CORE Safeguard financial records
E4	CORE	Validate endorsements on negotiable instruments (checks, money orders, etc.)
E5	CORE	Validate on-site audits and cash verification team noted discrepancies
E5	CORE	Verify authorization to hold cash at personal risk
E5	CORE	Verify central site feedback reports
E5	CORE	Verify letters of authority
E6	CORE	Verify Pay Record Access (PRA) records
E5	CORE	Verify safekeeping deposits

NAVY CASH

Paygrade	Task Type	Task Statements
E5	CORE	Audit Navy Cash accounts
E5	CORE	Audit Navy Cash reports
E5	NON-CORE	Certify Navy Cash reports
E5	CORE	Change Navy Cash system server nodes
E5	CORE	Close Navy Cash accounts
E5	CORE	Close-out Navy Cash visitor cards
E6	CORE	Inventory Navy Cash cards
E5	CORE	Issue Navy Cash card reader Point of Sale (POS) devices
E5	CORE	Maintain daily Navy Cash transaction ledgers
E5	CORE	Maintain Navy Cash system refund logs
E5	CORE	Manually close-out Navy Cash systems
E5	NON-CORE	Order Navy Cash cards
E5	CORE	Process Navy Cash refunds
E5	CORE	Process unmatched chip to chip transactions
E5	CORE	Reconcile Navy Cash negative balance lists

E5	CORE	Reconcile Safe Audit Summary Reports (SASR) to Daily Statements of Accountability (DD FORM 2657)
E5	NON-CORE	Resolve Navy Cash equipment, devices, and system casualties
E5	CORE	Update merchant accounts to Navy Cash system
E5	CORE	Validate Card Accepting Device (CAD) transactions
E5	CORE	Verify Navy Cash connectivity (End of the Day (EOD), shore report)
E5	CORE	Verify vending machine status in the Navy Cash disbursing application

PAYS AND ALLOWANCES

Paygrade	Task Type	Task Statements
E5	CORE	Audit leave accounting records and reports
E5	CORE	Audit pay accounts
E6	CORE	Audit pay transaction reports
E6	CORE	Authorize daily Electronic Funds Transfer (EFT) input request reliance menu (JPBX) payments via the Master Military Pay Account (MMPA)
E6	CORE	Authorize pay entitlements and allowances
E5	CORE	Certify advance pay
E5	CORE	Certify eligibility of Overseas Tour Extension Incentive Program (OTEIP) requests
E5	CORE	Certify pay accounts
E5	CORE	Certify Record of Unauthorized Absence (NAVPERS FORM 1070/606) adjustments
E5	CORE	Process Court Memorandum (NAVPERS 1070/607) adjustments
E5	CORE	Process waivers of indebtedness
E6	CORE	Reconcile Pay Record Access (PRA) accounts
E5	NON-CORE	Submit adoption reimbursement and leave allowance documents
E6	NON-CORE	Verify MYPAY trusted agents

RECEIPTS

Paygrade	Task Type	Task Statements
E5	CORE	Audit temporary pay accounts
E6	CORE	Certify Selective Enlistment Bonus (SEB)
E5	NON-CORE	Facilitate Command Indoctrination (INDOC) training

REENLISTMENTS AND EXTENSIONS

Paygrade	Task Type	Task Statements
E4	CORE	Verify Enlisted Active Obligated Service (EAOS) postings to the Master Military Pay Account (MMPA)
E5	CORE	Verify Selective Reenlistment Bonus (SRB) computations

RESERVES

Paygrade	Task Type	Task Statements
E6	CORE	Authorize Individual Duty Training (IDT) entitlements
E5	CORE	Certify Individual Duty Training (IDT) entitlements
E5	CORE	Maintain Individual Duty Training (IDT) reports and retains
E5	CORE	Manage Individual Duty Training (IDT) program
E5	CORE	Process Active Duty for Special Work (ADSW) entitlements
E5	CORE	Process Active Duty for Training (ADT) entitlements
E4	CORE	Process Annual Training (AT) entitlements
E6	CORE	Process Individual Duty Training (IDT) entitlements

SEPARATIONS AND RETIREMENTS

Paygrade	Task Type	Task Statements
E5	CORE	Certify final pay after separation
E4	CORE	Verify Master Military Pay Account (MMPA) separation transactions (Format Identifier E503, etc.)

TRAVEL AND TRANSPORTATION

Paygrade	Task Type	Task Statements
E5	CORE	Audit travel claims
E5	CORE	Authenticate travel advance
E6	CORE	Certify official travel documents
E5	CORE	Certify travel advances
E5	CORE	Counsel service members on circuitous travel entitlements
E5	CORE	Counsel service members on Continental United States (CONUS) travel entitlements for children attending institutes of higher education from and to overseas locations
E5	NON-CORE	Manage Temporary Additional Duty Target (TADTAR) funds
E5	CORE	Process Early Returns of Dependents (ERD) from overseas locations
E5	CORE	Process non-Government Travel Charge Card (GTCC) travel advances
E5	CORE	Process Temporary Additional Duty (TEMADD) requests and orders
E6	CORE	Release claims to Defense Finance and Accounting Service (DFAS)
E5	CORE	Track travel claim submissions and liquidations
E5	CORE	Verify collection of travel claim overpayments
E6	CORE	Verify waiver claims for erroneous travel payments

NEBC Job Title

Pay Manager

NEBC Job Code

001122

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Business and Financial Operations	TBD	PAY MANAGER	PAY MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PS	As assigned to Job

Job Description

Pay Managers oversee the functions of the Pay Clerk and Pay Supervisor for active and reserve components; maintain overall responsibility of pay and travel divisions; certify or authorize all pay, travel, and financial documents; and respond to official inquiries.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Combined Personnel and Administration, General	152000	Auditors	13-2011.02	Business and Financial Operations

Skills	Abilities
Judgment and Decision Making	*Information Ordering*
Complex Problem Solving	*Deductive Reasoning*
Critical Thinking	*Number Facility*
Mathematics	*Mathematical Reasoning*
Management of Financial Resources	*Written Comprehension*
Monitoring	*Written Expression*
Management of Material Resources	*Inductive Reasoning*
Quality Control Analysis	*Perceptual Speed*
Reading Comprehension	*Selective Attention*
Coordination	*UNASSIGNED*

AUTOMATED DATA PROCESSING (ADP) OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Maintain Defense Travel System (DTS) account access security forms
E7	CORE	Maintain System Authorization Access Request (SAAR) (DD FORM 2875) account access security forms

CORRESPONDENCE

Paygrade	Task Type	Task Statements
E7	CORE	Certify pay correspondence
E5	NON-CORE	Prepare letters of authority

FINANCIAL RECORDS AND REPORTS

Paygrade	Task Type	Task Statements
E4	CORE	Assist on-site audits and cash verification teams
E7	CORE	Audit Activity Security Checklist (Standard Form 701)
E7	CORE	Audit bank deposits and debit vouchers
E5	CORE	Audit cash on hand
E5	CORE	Audit collection and disbursement vouchers
E7	CORE	Audit Daily Agent Accountability Summary (DD FORM 2665) data
E7	CORE	Audit disbursement and collection Voucher Control Logs (DD FORM 2659)
E7	CORE	Audit disbursing accounts and reports
E5	CORE	Audit financial returns
E7	CORE	Audit Foreign Currency Control Records (DD FORM 2663)
E7	CORE	Audit foreign currency transactions
E7	CORE	Audit negotiable instrument endorsements
E7	CORE	Audit on-site audits and cash verification team noted discrepancies

E5	CORE	Audit Returned and Undeliverable Check/Bond Records (DD FORM 2658)
E7	CORE	Audit Statement of Accountability (Standard Form 1219)
E5	CORE	Balance Foreign Currency Control Records (DD FORM 2663)
E5	CORE	Balance Statement of Accountability (Standard Form 1219)
E7	CORE	Certify on-site audits and cash verification team noted discrepancies
E7	CORE	Certify Statement of Accountability (Standard Form 1219)
E5	CORE	Inventory treasury checks
E5	CORE	Maintain Activity Security Checklist (Standard Form 701)
E5	CORE	Maintain imprest funds
E5	NON-CORE	Maintain key logs
E5	CORE	Maintain Limited Depository Accounts (LDA)
E5	CORE	Maintain security access logs
E5	CORE	Maintain Statement of Deposit Activity (SODA) records
E5	CORE	Manage retention and disposition of financial records
E4	CORE	Prepare bank deposits
E4	CORE	Prepare Daily Agent Accountability Summaries (DD FORM 2665)
E5	CORE	Prepare financial returns for submission to Defense Finance and Accounting Service (DFAS) site
E4	CORE	Prepare negotiable instrument letters of destruction
E4	CORE	Prepare Pay Adjustment Authorizations (DD FORM 139)
E5	CORE	Prepare Statement of Accountability (Standard Form 1219)
E5	CORE	Process foreign disbursing quarterly reports for Defense Finance and Accounting Service (DFAS)
E5	CORE	Process foreign funds received
E5	CORE	Process Month End Check Issue Summaries (Standard Form 1179)
E5	CORE	Process treasury checks
E5	CORE	Reconcile bank deposit and debit vouchers
E5	CORE	Reconcile collection and disbursing voucher logs
E5	CORE	Reconcile Daily Agent Accountability Summary (DD FORM 2665)
E7	NON-CORE	Respond to official inquiries (DFAS, advise of errors, IG, BCNR, etc.)
E5	CORE	Safeguard financial records
E4	CORE	Validate endorsements on negotiable instruments (checks, money orders, etc.)
E7	CORE	Validate foreign disbursing quarterly reports
E5	CORE	Verify authorization to hold cash at personal risk
E5	CORE	Verify central site feedback reports
E5	CORE	Verify letters of authority

NAVY CASH

Paygrade	Task Type	Task Statements
E7	CORE	Audit Navy Cash agents
E5	CORE	Close-out Navy Cash visitor cards
E7	CORE	Manage Navy Cash system user access
E5	CORE	Manually close-out Navy Cash systems
E5	NON-CORE	Order Navy Cash cards
E5	CORE	Process unmatched chip to chip transactions
E7	CORE	Reset Navy Cash system passwords
E5	NON-CORE	Resolve Navy Cash equipment, devices, and system casualties
E5	CORE	Validate Card Accepting Device (CAD) transactions

PAYS AND ALLOWANCES

Paygrade	Task Type	Task Statements
E7	CORE	Audit daily Electronic Funds Transfer (EFT) input request reliance menu (JPBX) payments via the Master Military Pay Account (MMPA)
E5	CORE	Audit leave accounting records and reports
E5	CORE	Audit pay accounts
E6	CORE	Audit pay transaction reports
E6	CORE	Authorize daily Electronic Funds Transfer (EFT) input request reliance menu (JPBX) payments via the Master Military Pay Account (MMPA)
E6	CORE	Authorize pay entitlements and allowances
E5	CORE	Certify Record of Unauthorized Absence (NAVPERS FORM 1070/606) adjustments
E5	CORE	Process waivers of indebtedness
E6	CORE	Reconcile Pay Record Access (PRA) accounts

REENLISTMENTS AND EXTENSIONS

Paygrade	Task Type	Task Statements
E4	CORE	Verify Enlisted Active Obligated Service (EAOS) postings to the Master Military Pay Account (MMPA)

RESERVES

Paygrade	Task Type	Task Statements
E6	CORE	Authorize Individual Duty Training (IDT) entitlements

SEPARATIONS AND RETIREMENTS

Paygrade	Task Type	Task Statements
E7	CORE	Audit final separation pay
E4	CORE	Verify Master Military Pay Account (MMPA) separation transactions (Format Identifier E503, etc.)

TRAVEL AND TRANSPORTATION

Paygrade	Task Type	Task Statements
E6	CORE	Manage Government Travel Charge Card (GTCC) programs
E5	NON-CORE	Manage Temporary Additional Duty Target (TADTAR) funds
E6	CORE	Release claims to Defense Finance and Accounting Service (DFAS)
E6	CORE	Track Consecutive Overseas Tour (COT) travel entitlements

NEBC Job Title

Personnel Clerk

NEBC Job Code

001665

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	PERSONNEL CLERK	PERS CLK

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PS	Not applicable

Job Description

Personnel Clerks are responsible to process personnel documents for active and reserve components; verify and maintain electronic service records (ESR); counsel personnel regarding travel entitlements and procedures, reenlistment, separation, education and training; prepare administrative naval messages; maintain accession, contracts, leave accounting logs, and quality control reports; issue ID cards; and assist completion of security screening for enlistment qualification.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Combined Personnel and Administration, General	152000	Office Clerks, General	43-9061.00	Office and Administrative Support

Skills	Abilities
Reading Comprehension	*Deductive Reasoning*
Judgment and Decision Making	*Information Ordering*
Complex Problem Solving	*Written Comprehension*
Management of Personnel Resources	*Inductive Reasoning*
Critical Thinking	*Oral Expression*
Writing	*Memorization*
Speaking	*Written Expression*
Coordination	*Mathematical Reasoning*
Active Learning	*Number Facility*
Management of Material Resources	*Category Flexibility*

AUTOMATED DATA PROCESSING (ADP) OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Process Transaction Online Processing System (TOPS) personnel transactions

CORRESPONDENCE

Paygrade	Task Type	Task Statements
E4	CORE	Correct sea duty and shore duty commencement dates
E4	CORE	Draft special duty assignment messages
E4	CORE	Maintain personnel transaction ticklers
E4	CORE	Prepare muster reports
E4	CORE	Prepare Overseas Tour Extension Incentive Program (OTEIP) requests
E4	NON-CORE	Prepare statement of service documents

EDUCATION SERVICES

Paygrade	Task Type	Task Statements
E4	CORE	Prepare advancement eligibility listings
E4	CORE	Prepare Page 13 (Administrative Remarks, NAVPERS FORM 1070/613)
E4	CORE	Verify Time in Rate (TIR) dates

ELECTRONIC SERVICE RECORDS

Paygrade	Task Type	Task Statements
E4	CORE	Compute Pay Entry Base Date (PEBD) or Active Duty Service Dates (ADSD)
E4	CORE	Process Dependency Application and Record of Emergency Data (NAVPERS FORM 1070/602)
E4	CORE	Process Electronic Service Record (ESR) entries

E4	CORE	Process Family Servicemembers' Group Life Insurance (FSGLI) documents (SGLV 8286A)
E4	CORE	Process name change requests
E4	CORE	Process Servicemembers' Group Life Insurance (SGLI) documents (SGLV 8286)
E4	CORE	Verify dual military member spouse enrollment in Defense Enrollment Eligibility Reporting System (DEERS)

FINANCIAL RECORDS AND REPORTS

Paygrade	Task Type	Task Statements
E4	CORE	Assist on-site audits and cash verification teams

IDENTIFICATION DATA (ID) CARDS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Annotate invalid Common Access Cards (CAC)
E4	CORE	Counsel Common Access Card (CAC) recipients on Public and Private Key Infrastructure (PKI)
E4	CORE	Counsel non-Common Access Card (CAC) identification card (TESLIN) recipients
E4	CORE	Document identification credentials in Defense Enrollment Eligibility Reporting System (DEERS)
E4	CORE	Issue Common Access Cards (CAC)
E4	CORE	Issue non-Common Access Card (CAC) identification cards (TESLIN)
E4	CORE	Prepare Uniformed Services Identification Card forms (DD FORM 1172)
E4	CORE	Process suspended privileges correspondence within Defense Enrollment Eligibility Reporting System (DEERS)

LEGAL

Paygrade	Task Type	Task Statements
E4	CORE	Prepare Record of Unauthorized Absence (NAVPERS FORM 1070/606)
E4	CORE	Process appellate leave
E4	CORE	Process Court Memorandums (NAVPERS FORM 1070/607)
E4	CORE	Process declaration of desertion
E4	CORE	Process Deserter or Absentee Wanted by Armed Forces (DD FORM 553)
E4	CORE	Reconcile Record of Unauthorized Absence (NAVPERS FORM 1070/606)

MANNING AND MANPOWER

Paygrade	Task Type	Task Statements
E4	CORE	Draft failed to report messages
E4	CORE	Prepare sailing diaries
E4	NON-CORE	Track Individual Personnel Tempo Program (ITEMPO)

PAYS AND ALLOWANCES

Paygrade	Task Type	Task Statements
E4	CORE	Assign Leave Control Numbers (LCN)
E4	CORE	Correct Defense Finance and Accounting Service (DFAS) rejections
E4	CORE	Prepare pay entitlement and allowances documents (Career Sea Pay Premium (CSPP), Special Duty Incentive Pay (SDIP), special pay, etc.)
E4	CORE	Process allotment authorizations

E4	CORE	Process pay entitlements and allowances (Career Sea Pay Premium (CSPP), Sea Duty Incentive Pay (SDIP), special pay)
E4	CORE	Process Selective Enlistment Bonus (SEB) entitlements
E4	CORE	Verify member Career Sea Pay Premium (CSPP) eligibility

RECEIPTS

Paygrade	Task Type	Task Statements
E4	CORE	Prepare receipt pay transactions
E4	CORE	Provide Permanent Change of Station (PCS) receipts counseling
E4	CORE	Verify Obligated Service (OBLISERV) completion
E4	CORE	Verify pay and allowance entitlements

REENLISTMENTS AND EXTENSIONS

Paygrade	Task Type	Task Statements
E4	CORE	Complete Electronic Service Records (ESR) close-out upon re-enlistment
E4	CORE	Prepare Agreement to Extend Enlistment (NAVPERS FORM 1070/621)
E4	CORE	Prepare Agreement to Recall or Extend Active Duty (NAVPERS FORM 1070/622)
E4	CORE	Prepare reenlistment contracts (Immediate Reenlistment Contract, NAVPERS FORM 1070/601)
E4	CORE	Process conditional Selective Reenlistment Bonus (SRB)
E4	CORE	Verify Enlisted Active Obligated Service (EAOS) postings to the Master Military Pay Account (MMPA)

RESERVES

Paygrade	Task Type	Task Statements
E4	CORE	Authenticate Request for Conditional Release (DD FORM 368)
E4	CORE	Manage Mobilization Assignment Status (MAS) codes
E4	CORE	Prepare mobilization and demobilization documents
E4	CORE	Process reserve gains and losses
E4	NON-CORE	Process reserve point correspondence
E4	CORE	Process respite absences

SEPARATIONS AND RETIREMENTS

Paygrade	Task Type	Task Statements
E4	CORE	File separation documents
E4	CORE	Prepare Certificate of Release or Discharge from Active Duty (DD FORM 214)
E4	CORE	Prepare Correction to Certificate of Release or Discharge from Active Duty (DD FORM 215)
E4	CORE	Prepare Data for Payment of Retired Personnel (DD Form 2656) and applicable Survivor Benefit Plan (SBP) election forms
E4	NON-CORE	Prepare discharge and fleet reserve certificates
E4	CORE	Prepare health records for mailing
E4	CORE	Prepare Master Military Pay Account (MMPA) separation transactions (Format Identifier E503, etc.)
E4	CORE	Prepare Separation Travel Orders (NAVPERS FORM 1900/2)
E4	CORE	Process Certificates of Release or Discharge from Active Duty (DD Form 214/215)
E4	CORE	Verify leave balances
E4	CORE	Verify lump sum leave and correct days paid
E4	CORE	Verify Master Military Pay Account (MMPA) separation transactions (Format Identifier E503, etc.)

E4	CORE	Verify Master Military Pay Account (MMPA) status code changes
E4	CORE	Verify Non-Judicial Punishment (NJP) actions
E4	CORE	Verify obligated service for transfer to fleet reserve
E4	CORE	Verify obligation requirements to the Individual Ready Reserve (IRR)

TRANSFERS

Paygrade	Task Type	Task Statements
E4	CORE	Construct Permanent Change of Station (PCS) accounting data
E4	CORE	Draft dependent and family entry approval messages
E4	CORE	Draft dependent or family entry approval requests
E4	CORE	Perform counseling on Permanent Change of Station (PCS) transfers
E4	CORE	Prepare Advance Pay Requests (DD FORM 2560)
E4	CORE	Prepare Standard Transfer Orders (STO)
E4	CORE	Prepare Transfer Information Sheets (TIS)
E4	CORE	Process agreement to extend for Obligated Service (OBLISERV) requirements
E4	CORE	Process special duty screenings
E4	CORE	Reconcile Advance Pay Requests (DD FORM 2560)

TRAVEL AND TRANSPORTATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Archive Integrated Automated Travel System (IATS) data files
E4	CORE	Authenticate advance travel of dependents
E4	CORE	Authenticate Medical Evacuation (MEDIVAC) orders
E4	CORE	Construct separation accounting data
E4	CORE	Prepare advance travel of dependents
E4	CORE	Prepare dependent transportation requests
E4	CORE	Prepare Environmental Morale Leave (EML) and Family Environmental Morale Leave (FEML) requests
E4	NON-CORE	Prepare escort of remains orders
E4	CORE	Prepare funded emergency leave requests
E4	CORE	Prepare Medical Evacuation (MEDIVAC) orders
E4	CORE	Process Consecutive Overseas Tour (COT) travel entitlements
E4	CORE	Process delayed travel of dependents
E4	CORE	Process evacuation orders
E4	CORE	Process funded emergency leave requests
E4	CORE	Process North American Treaty Organization (NATO) travel orders
E4	CORE	Process Passenger Reservation Requests (PRR)
E4	CORE	Process shore patrol orders
E4	CORE	Process Temporary Lodging Allowances (TLA)
E4	CORE	Process Temporary Lodging Expense (TLE) claims
E4	CORE	Process travel advance requests
E4	CORE	Process travel liquidations for family members to bedside of seriously ill or injured
E4	CORE	Verify disbursements of travel payment postings
E4	CORE	Verify Electronic Funds Transfer (EFT) information

NEBC Job Title

Personnel Supervisor

NEBC Job Code

001677

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	PERSONNEL SUPERVISOR	PERS SUP

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PS	As assigned to Job

Job Description

Personnel Supervisors oversee the functions of the personnel clerk and are responsible for the operations of the personnel offices and programs for active and reserve components; audit pay transactions and personnel documents; verify electronic service record (ESR) entries; manage Educational Service Office (ESO); authorize personnel systems access; manage Command Pay/Personnel Administrative Support System (PASS) Coordinator (CPC) program; manage Defense Enrollment Eligibility Reporting System (DEERS) and ID card entries; conduct pre-deployment briefs; maintain Enlisted Distribution Verification Reports (EDVR); and conduct counseling regarding pay and personnel issues.

DoD Relationship

Group Title	*DoD Code*
Combined Personnel and Administration, General	152000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors/Managers of Office and Administrative Support Workers	43-1011.00	Office and Administrative Support

Skills	Abilities
Judgment and Decision Making	*Deductive Reasoning*
Complex Problem Solving	*Information Ordering*
Critical Thinking	*Written Comprehension*
Reading Comprehension	*Written Expression*
Coordination	*Inductive Reasoning*
Management of Material Resources	*Mathematical Reasoning*
Active Learning	*Number Facility*
Management of Personnel Resources	*Oral Expression*
Speaking	*Problem Sensitivity*
Time Management	*Category Flexibility*

AUTOMATED DATA PROCESSING (ADP) OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Approve System Authorization Access Requests (SAAR) (DD FORM 2875) for pay systems
E6	CORE	Approve System Authorization Access Requests (SAAR) (DD FORM 2875) for personnel systems
E6	NON-CORE	Assign Transaction Online Processing System (TOPS) pay transactions
E6	NON-CORE	Assign Transaction Online Processing System (TOPS) personnel transactions
E6	CORE	Establish command-view access to Electronic Service Records (ESR)
E6	CORE	Establish command-view access to Navy Standard Integrated Personnel System (NSIPS)
E5	NON-CORE	Install Real-time Automated Personnel Identification System (RAPIDS) software
E5	CORE	Maintain Relational Administrative Data Management System (R-ADM)
E6	CORE	Manage Navy Standard Integrated Personnel and Pay System (NSIPS) afloat accounts
E6	CORE	Manage Navy Standard Integrated Personnel and Pay System (NSIPS) web accounts

CORRESPONDENCE

Paygrade	Task Type	Task Statements
E6	CORE	Certify Authorization To Apply For A "No-Fee" Passport and/or Request for Visa (DD FORM 1056) applications
E4	CORE	Draft special duty assignment messages
E4	CORE	Maintain personnel transaction ticklers

E4	CORE	Prepare Delay in Reporting messages
E6	CORE	Release Delay in Reporting messages
E5	CORE	Validate personnel transaction ticklers

EDUCATION SERVICES

Paygrade	Task Type	Task Statements
E5	CORE	Counsel personnel on advancement requirements
E5	CORE	Determine Command Advancement Program (CAP) quotas from Billets Authorized (BA)
E5	CORE	Draft advancement recommendation withdrawal messages and correspondence
E6	CORE	Order advancement examinations
E6	CORE	Order substitute advancement examinations
E6	CORE	Prepare advancement examination correspondence
E6	CORE	Verify advancement worksheets
E5	CORE	Verify enlisted programs eligibility requirements
E5	CORE	Verify service school and rating eligibility

ELECTRONIC SERVICE RECORDS

Paygrade	Task Type	Task Statements
E5	CORE	Certify Dependency Application and Record of Emergency Data (NAVPERS FORM 1070/602)
E5	CORE	Certify Electronic Service Record (ESR) entries

FINANCIAL RECORDS AND REPORTS

Paygrade	Task Type	Task Statements
E4	CORE	Assist on-site audits and cash verification teams
E5	CORE	Safeguard financial records

IDENTIFICATION DATA (ID) CARDS

Paygrade	Task Type	Task Statements
E4	CORE	Document identification credentials in Defense Enrollment Eligibility Reporting System (DEERS)
E5	NON-CORE	Forward inventoried invalid Common Access Cards (CAC) to site security manager
E6	CORE	Mail invalid Common Access Cards (CAC) to Defense Manpower Data Center (DMDC)
E5	NON-CORE	Maintain operation of Real-time Automated Personnel Identification System (RAPIDS) equipment
E6	CORE	Manage identification cardstock inventories (Common Access Cards (CAC) and TESLIN)
E5	NON-CORE	Reconcile invalid Common Access Card (CAC) inventories
E5	NON-CORE	Secure invalid Common Access Cards (CAC)
E4	CORE	Suspend privileges within Defense Enrollment Eligibility Reporting System (DEERS)
E6	CORE	Verify compliance with Real-time Automated Personnel Identification System (RAPIDS) security requirements

LEGAL

Paygrade	Task Type	Task Statements
E6	CORE	Authenticate Deserter or Absentee Wanted by Armed Forces (DD FORM 553) data

MANNING AND MANPOWER

Paygrade	Task Type	Task Statements
E6	CORE	Correct Enlisted Distribution Verification Reports (EDVR) discrepancies
E6	CORE	Create Enlisted Manning Inquiry Reports (EMIRS)
E5	CORE	Create Personnel and Manning Activity Report (PERSMAR)
E6	CORE	Prepare Activity Manpower Document (AMD) change requests
E5	CORE	Prepare availability reports
E5	CORE	Process Billet Sequence Code (BSC) change requests
E6	CORE	Process Personnel and Manning Activity Reports (PERSMAR)
E5	CORE	Review availability reports
E5	CORE	Validate Duty Navy Enlisted Code (DNEC) change requests
E6	CORE	Verify Enlisted Distribution Verification Reports (EDVR)
E6	CORE	Verify expired gain events
E6	CORE	Verify expired loss events
E6	NON-CORE	Verify Officer Distribution Control Reports (ODCR)
E6	CORE	Verify Special Duty Assignment Pay (SDAP) recertifications

PAYS AND ALLOWANCES

Paygrade	Task Type	Task Statements
E5	CORE	Audit leave accounting records and reports
E6	CORE	Audit pay transaction reports
E5	CORE	Authenticate eligibility of Overseas Tour Extension Incentive Program (OTEIP)
E5	CORE	Certify advance pay
E5	CORE	Certify eligibility of Overseas Tour Extension Incentive Program (OTEIP) requests
E5	CORE	Certify Record of Unauthorized Absence (NAVPERS FORM 1070/606) adjustments
E5	CORE	Process Court Memorandum (NAVPERS 1070/607) adjustments
E5	NON-CORE	Submit adoption reimbursement and leave allowance documents

RECEIPTS

Paygrade	Task Type	Task Statements
E6	CORE	Certify Selective Enlistment Bonus (SEB)
E5	NON-CORE	Facilitate Command Indoctrination (INDOC) training

REENLISTMENTS AND EXTENSIONS

Paygrade	Task Type	Task Statements
E4	CORE	Complete Electronic Service Records (ESR) close-out upon re-enlistment
E5	CORE	Verify Agreement to Extend Enlistment (NAVPERS FORM 1070/621) documents
E5	CORE	Verify Agreement to Recall or Extend Active Duty (NAVPERS FORM 1070/622) documents
E4	CORE	Verify Enlisted Active Obligated Service (EAOS) postings to the Master Military Pay Account (MMPA)
E5	CORE	Verify reenlistment contracts (Immediate Reenlistment Contract, NAVPERS FORM 1070/601)
E5	CORE	Verify Selective Reenlistment Bonus (SRB) computations

RESERVES

Paygrade	Task Type	Task Statements
E5	CORE	Maintain Individual Duty Training (IDT) reports and retains
E5	CORE	Manage Individual Duty Training (IDT) program
E6	CORE	Manage reserve program accessions

E5	NON-CORE	Update Reserve Unit Assignment Document (RUAD)
E5	CORE	Validate mobilization and demobilization documents
E5	CORE	Verify Request for Conditional Release (DD FORM 368)

SEPARATIONS AND RETIREMENTS

Paygrade	Task Type	Task Statements
E5	CORE	Certify Certificate of Release or Discharge from Active Duty (DD FORM 214) data
E5	CORE	Certify Correction to Certificate of Release or Discharge from Active Duty (DD FORM 215) data
E4	CORE	Verify Master Military Pay Account (MMPA) separation transactions (Format Identifier E503, etc.)

TRANSFERS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Validate overseas assignment screenings
E6	CORE	Validate special duty screenings

TRAVEL AND TRANSPORTATION

Paygrade	Task Type	Task Statements
E4	CORE	Authenticate advance travel of dependents
E6	CORE	Authenticate Environmental Morale Leave (EML) and Family Environmental Morale Leave (FEML) requests
E4	CORE	Authenticate Medical Evacuation (MEDIVAC) orders
E5	CORE	Authenticate travel advance
E6	CORE	Certify Consecutive Overseas Tour (COT) travel entitlements
E5	NON-CORE	Certify Environmental Morale Leave (EML) and Family Environmental Morale Leave (FEML) entitlements
E6	CORE	Certify official travel documents
E5	CORE	Counsel service members on circuitous travel entitlements
E5	CORE	Counsel service members on Continental United States (CONUS) travel entitlements for children attending institutes of higher education from and to overseas locations
E5	NON-CORE	Manage Temporary Additional Duty Target (TADTAR) funds
E4	CORE	Prepare requests for delayed travel of dependents
E4	CORE	Process delayed travel of dependents
E6	CORE	Process Personnel Routing Instructions (PRI)
E5	CORE	Process Temporary Additional Duty (TEMADD) requests and orders
E5	CORE	Track travel claim submissions and liquidations
E6	CORE	Verify waiver claims for erroneous travel payments

NEBC Job Title

Personnel Manager

NEBC Job Code

001682

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	PERSONNEL MANAGER	PERS MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PS	As assigned to Job

Job Description

Personnel Managers oversee the functions of the personnel clerk and personnel supervisor for active and reserve components; maintain overall responsibility of personnel divisions; certify all personnel documents and correspondence; administer Educational Service Office (ESO) programs; and respond to official inquiries.

DoD Relationship

Group Title	*DoD Code*
Combined Personnel and Administration, General	152000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors/Managers of Office and Administrative Support Workers	43-1011.00	Office and Administrative Support

Skills	Abilities
Judgment and Decision Making	*Deductive Reasoning*
Critical Thinking	*Information Ordering*
Complex Problem Solving	*Written Comprehension*
Management of Material Resources	*Inductive Reasoning*
Monitoring	*Written Expression*
Reading Comprehension	*Selective Attention*
Coordination	*Mathematical Reasoning*
Management of Personnel Resources	*Perceptual Speed*
Time Management	*Number Facility*
Writing	*Problem Sensitivity*

AUTOMATED DATA PROCESSING (ADP) OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Maintain Defense Travel System (DTS) account access security forms
E7	CORE	Maintain System Authorization Access Request (SAAR) (DD FORM 2875) account access security forms

CORRESPONDENCE

Paygrade	Task Type	Task Statements
E7	CORE	Authenticate personnel correspondence
E6	CORE	Certify Authorization To Apply For A "No-Fee" Passport and/or Request for Visa (DD FORM 1056) applications
E4	CORE	Maintain personnel transaction ticklers
E5	NON-CORE	Prepare letters of authority

EDUCATION SERVICES

Paygrade	Task Type	Task Statements
E7	CORE	Administer Navy-wide advancement examinations
E7	CORE	Destroy advancement examinations
E5	CORE	Draft advancement recommendation withdrawal messages and correspondence
E7	CORE	Inventory advancement examinations
E6	CORE	Order advancement examinations
E6	CORE	Order substitute advancement examinations
E7	CORE	Transfer Navy-wide advancement examinations
E7	CORE	Validate Navy-wide advancement examination returns
E6	CORE	Verify advancement worksheets

FINANCIAL RECORDS AND REPORTS

Paygrade	Task Type	Task Statements
E4	CORE	Assist on-site audits and cash verification teams
E7	NON-CORE	Respond to official inquiries (DFAS, advise of errors, IG, BCNR, etc.)

MANNING AND MANPOWER

Paygrade	Task Type	Task Statements
E6	CORE	Create Enlisted Manning Inquiry Reports (EMIRS)
E6	CORE	Prepare Activity Manpower Document (AMD) change requests
E6	CORE	Process Personnel and Manning Activity Reports (PERSMAR)
E5	CORE	Review availability reports
E7	CORE	Validate Billet Sequence Code (BSC) change requests
E7	CORE	Validate Enlisted Manning Inquiry Reports (EMIRS)
E7	CORE	Validate Personnel and Manning Activity Report (PERSMAR)
E6	CORE	Verify Special Duty Assignment Pay (SDAP) recertifications

PAYS AND ALLOWANCES

Paygrade	Task Type	Task Statements
E5	CORE	Audit leave accounting records and reports
	E7	CORE Authenticate leave accounting records and reports
E5	CORE	Certify Record of Unauthorized Absence (NAVPERS FORM 1070/606) adjustments

REENLISTMENTS AND EXTENSIONS

Paygrade	Task Type	Task Statements
E4	CORE	Verify Enlisted Active Obligated Service (EAOS) postings to the Master Military Pay Account (MMPA)

RESERVES

Paygrade	Task Type	Task Statements
E6	CORE	Manage reserve program accessions

SEPARATIONS AND RETIREMENTS

Paygrade	Task Type	Task Statements
E7	CORE	Certify separation and retirement documentation
E4	CORE	Verify Master Military Pay Account (MMPA) separation transactions (Format Identifier E503, etc.)

TRAVEL AND TRANSPORTATION

Paygrade	Task Type	Task Statements
E6	CORE	Certify Consecutive Overseas Tour (COT) travel entitlements
E5	NON-CORE	Certify Environmental Morale Leave (EML) and Family Environmental Morale Leave (FEML) entitlements
E6	CORE	Manage Government Travel Charge Card (GTCC) programs
E5	NON-CORE	Manage Temporary Additional Duty Target (TADTAR) funds
E6	CORE	Process Personnel Routing Instructions (PRI)
E6	CORE	Track Consecutive Overseas Tour (COT) travel entitlements

CHAPTER 65

AIRCREW SURVIVAL EQUIPMENTMAN (PR)

NAVPERS 18068-65E
CH-65

Updated: January 2016

TABLE OF CONTENTS
AIRCREW SURVIVAL EQUIPMENTMAN (PR)

SCOPE OF RATING	PR-3
GENERAL INFORMATION	PR-4
AVIATION LIFE SUPPORT SYSTEMS TRAINING AND ACQUISITION MANAGER	PR-5
MAINTENANCE ADMINISTRATION	PR-5
QUALITY ASSURANCE (QA)	PR-5
AVIATION LIFE SUPPORT SYSTEMS INTERMEDIATE LEVEL TECHNICIAN	PR-6
AIRCREW PERSONAL PROTECTIVE GEAR	PR-6
FABRICATION AND MANUFACTURING	PR-6
GENERAL MAINTENANCE	PR-6
MAINTENANCE ADMINISTRATION	PR-7
MECHANICAL MAINTENANCE	PR-7
ORDNANCE MAINTENANCE	PR-7
OXYGEN, NITROGEN, AND LIQUID OXYGEN SYSTEMS	PR-7
QUALITY ASSURANCE (QA)	PR-7
SURVIVAL AND RESCUE GEAR	PR-8
AVIATION LIFE SUPPORT SYSTEMS ORGANIZATIONAL LEVEL TECHNICIAN	PR-9
AIRCREW PERSONAL PROTECTIVE GEAR	PR-9
FABRICATION AND MANUFACTURING	PR-9
GENERAL MAINTENANCE	PR-10
MAINTENANCE ADMINISTRATION	PR-10
MECHANICAL MAINTENANCE	PR-10
ORDNANCE MAINTENANCE	PR-11
OXYGEN, NITROGEN, AND LIQUID OXYGEN SYSTEMS	PR-11
QUALITY ASSURANCE (QA)	PR-11
SURVIVAL AND RESCUE GEAR	PR-11
SPECIAL OPERATIONS PARACHUTE RIGGER	PR-12
AIRCREW PERSONAL PROTECTIVE GEAR	PR-12
FABRICATION AND MANUFACTURING	PR-12
GENERAL MAINTENANCE	PR-12
MAINTENANCE ADMINISTRATION	PR-13
MECHANICAL MAINTENANCE	PR-13
ORDNANCE MAINTENANCE	PR-13
QUALITY ASSURANCE (QA)	PR-13
SURVIVAL AND RESCUE GEAR	PR-14

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

AIRCREW SURVIVAL EQUIPMENTMAN (PR)

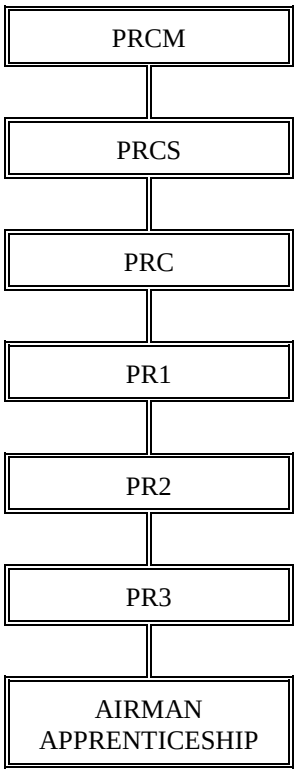
SCOPE OF RATING

Aircrew Survival Equipmentmen (PR) inspect, maintain, and repair parachutes, seat pans, survival equipment, and flight and protective clothing and equipment; pack and rig parachutes; pack and equip life rafts; troubleshoot oxygen systems; repair and test oxygen regulators and liquid oxygen converters removed from aircraft; fit and maintain oxygen masks, flight clothing, anti-exposure suits, and anti-G suits; operate and maintain carbon dioxide transfer and recharge equipment; operate and repair sewing machines; conduct special calendar/periodic inspections of survival equipment; and supervise operation of parachute lofts and survival equipment work centers.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 65.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Aviation Life Support Systems Training and Acquisition Manager 001687

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Management	TBD	ALSS TRAINING ACQUISITION MGR	ALSS TRACQ MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PR	NEC 9549

Job Description

Aviation Life Support Systems Training and Acquisitions Managers interpret, monitor, and evaluate compliance with related directives and instructions; correlate and disseminate technical information and prepare reports regarding assigned equipment and processes; plan, organize, and coordinate equipment evaluations and distribution to ensure maximum utilization of personnel and materials; and provide input and make recommendations for engineering design, development, and change proposals.

DoD Relationship

Group Title	*DoD Code*
Forward Area Equipment Support, General	186000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Training and Development Managers	11-3131.00	Management

Skills

Judgment and Decision Making

Complex Problem Solving

Installation

Learning Strategies

Management of Financial Resources

Monitoring

Quality Control Analysis

Systems Analysis

Systems Evaluation

Abilities

Written Comprehension

Oral Expression

Written Expression

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate engineering requirement for Aviation Life Support System (ALSS) equipment in accordance with Naval Air Technical Data and Engineering Services Command (NATEC) direction
E7	CORE	Coordinate Fleet Air Introduction Liaison Survival Aircrew Flight Equipment (FAILSAFE) programs
E7	CORE	Manage Aviation Life Support System (ALSS) fleet support programs
E7	CORE	Validate Aviation Life Support System (ALSS) acquisitions

QUALITY ASSURANCE (QA)

Paygrade	Task Type	Task Statements
E7	CORE	Develop Aviation Life Support System (ALSS) programs

Job Title **Job Code**

Aviation Life Support Systems Intermediate Level Technician 001692

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	ALSS INTERMEDIATE LEVEL TEC	ALSS ILVL TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PR	NEC 7356

Job Description

Aviation Life Support Systems Intermediate Level Technicians supervise and perform maintenance/repairs/rigging for aircraft and man-mounted systems including emergency parachutes, seat survival kits, life rafts, life preservers, anti-exposure assemblies, Search and Rescue (SAR) equipment, oxygen systems, and liquid oxygen converters; operate and maintain oxygen system test stands, liquid oxygen converter test stands, On-Board Oxygen Generating System (OBOGS) test sets, and carbon dioxide recharge equipment; analyze Aviators Breathing Oxygen (ABO); operate and maintain sewing machines including adjustment and lubrication; perform pre-op periodic inspections on related support equipment; and qualify/certify in ordnance handling functions.

DoD Relationship

Group Title	*DoD Code*
Forward Area Equipment Support, General	186000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Fabric Menders, Except Garment	49-9093.00	Installation, Maintenance, and Repair

Skills	Abilities
Equipment Maintenance	*Written Comprehension*
Repairing	*Oral Expression*
Management of Material Resources	*Multi-limb Coordination*
Reading Comprehension	*Wrist-Finger Speed*
Monitoring	*Speech Clarity*
Quality Control Analysis	*Deductive Reasoning*
Installation	*Originality*
Instructing	*Visual Color Discrimination*
Management of Personnel Resources	*Information Ordering*
Systems Evaluation	*Problem Sensitivity*

AIRCREW PERSONAL PROTECTIVE GEAR

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Personal Protective Equipment (PPE) training
E4	CORE	Maintain aircrew Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) systems
E4	CORE	Maintain aircrew survival equipment
E4	CORE	Maintain anti-exposure assemblies

FABRICATION AND MANUFACTURING

Paygrade	Task Type	Task Statements
E4	CORE	Design fabrication patterns
E4	CORE	Maintain fabrication hardware and materials
E4	CORE	Manufacture products for support equipment
E4	CORE	Manufacture templates for patterns

GENERAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Aviation Life Support System (ALSS) equipment
E4	CORE	Maintain emergency breathing devices
E4	CORE	Maintain Mobile Refill Stations (MRS III)

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Coordinate technical directives compliance programs
E4	CORE	Maintain Aviation Life Support Equipment (ALSE) maintenance records
E6	CORE	Manage Aviation Life Support System (ALSS) programs
E6	CORE	Manage breathable air program for Life Support Systems
E6	CORE	Manage Joint Search and Rescue Satellite-aided Tracking (SARSAT) Electronic Tracking Systems, Cosmicheskaya Sistyema Poiska Avariynich Sudov (COSPAS), and Search and Rescue Satellite-aided Tracking (SARSAT) accounts for survival radios
E6	CORE	Manage technical Aviation Life Support System (ALSS) documents
E6	CORE	Manage technical directives compliance
E7	CORE	Validate Aviation Life Support System (ALSS) acquisitions
E5	NON-CORE	Verify emergency reclamation procedures
E5	NON-CORE	Verify equipment status reports
E5	NON-CORE	Verify Individual Component Repair Lists (ICRL)
E5	NON-CORE	Verify Individual Material Readiness Lists (IMRL)

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain industrial sewing machines
E4	CORE	Maintain parachute systems

ORDNANCE MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct explosive devices training
E4	CORE	Maintain aviation life support pyrotechnics
E4	CORE	Maintain Cartridge Actuated Device (CAD) systems
E6	CORE	Manage Aviation Life Support System (ALSS) ordnance certifications

OXYGEN, NITROGEN, AND LIQUID OXYGEN SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Aviators Breathing Oxygen (ABO) systems
E4	CORE	Maintain emergency oxygen equipment
E4	CORE	Maintain gaseous oxygen equipment
E4	CORE	Maintain Liquid Oxygen (LOX) equipment
E4	NON-CORE	Maintain oxygen systems (e.g. concentrators, converters, regulators, etc.)

QUALITY ASSURANCE (QA)

Paygrade	Task Type	Task Statements
E5	CORE	Conduct Aviation Life Support System (ALSS) tests and evaluations
E5	CORE	Conduct Quality Assurance (QA) inspections
E7	CORE	Develop Aviation Life Support System (ALSS) programs
E4	CORE	Inspect Aviation Life Support Systems (ALSS)

E6	CORE	Manage support equipment Planned Maintenance System (PMS) programs
E6	CORE	Validate installed service life cycle of explosive ordnance (Cartridge Actuated Device (CAD)/Propellant Actuated Device (PAD))
E6	CORE	Verify Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Verify Naval Aviation Metrology and Calibration (METCAL) programs
E6	CORE	Verify Support Equipment Standardization Systems (SESS)
E6	CORE	Verify support equipment unscheduled maintenance
E6	CORE	Verify technical directives

SURVIVAL AND RESCUE GEAR

Paygrade	Task Type	Task Statements
E4	CORE	Conduct installed life support equipment training
E4	CORE	Conduct survival equipment training
E4	CORE	Maintain drogue parachute assemblies
E4	CORE	Maintain flotation equipment (e.g. life preserver, life rafts, etc.)
E4	CORE	Maintain Search and Rescue (SAR) personnel equipment
E4	CORE	Maintain seat pans
E4	CORE	Maintain seat survival kits
E4	CORE	Maintain survival items (e.g. medical kits, mirrors, sea dye, etc.)
E4	CORE	Maintain survival radios

Job Title **Job Code**

Aviation Life Support Systems Organizational Level Technician 001700

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	ALSS ORGANIZATION LEVEL TEC	ALSS OLVL TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PR	None

Job Description

Aviation Life Support Systems Organizational Level Technicians maintain and repair emergency parachutes, aircraft restraint systems, life rafts, Search and Rescue (SAR) equipment, aircraft firefighting equipment, and first aid kits; maintain and repair man mounted (Pilot/Aircrewman) survival equipment including flight gear, protective clothing, survival vests, anti-exposure assemblies, anti-gravity systems, body armor systems, oxygen systems, and personnel SAR equipment; operate and maintain sewing machines including adjustment and lubrication; perform daily, pre-flight, post-flight, and other periodic aircraft inspections; and qualify/certify in ordnance handling

DoD Relationship

Group Title	*DoD Code*
Forward Area Equipment Support, General	186000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Fabric Menders, Except Garment	49-9093.00	Installation, Maintenance, and Repair

Skills

Equipment Maintenance
Repairing
Installation
Management of Material Resources
Instructing
Reading Comprehension
Quality Control Analysis
Technology Design
Monitoring
Equipment Selection

Abilities

Multi-limb Coordination
Wrist-Finger Speed
Written Comprehension
Oral Expression
Speech Clarity
Deductive Reasoning
Manual Dexterity
Arm-Hand Steadiness
Dynamic Flexibility
Originality

AIRCREW PERSONAL PROTECTIVE GEAR

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Personal Protective Equipment (PPE) training
E4	CORE	Maintain aircrew Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) systems
E4	CORE	Maintain aircrew oxygen masks
E4	CORE	Maintain aircrew survival equipment
E4	CORE	Maintain anti-exposure assemblies
E4	CORE	Maintain anti-gravity systems
E4	CORE	Maintain auxiliary personnel equipment
E4	CORE	Maintain body armor systems

FABRICATION AND MANUFACTURING

Paygrade	Task Type	Task Statements
E4	CORE	Design fabrication patterns
E4	CORE	Maintain fabrication hardware and materials
E4	CORE	Manufacture products for aircraft
E4	CORE	Manufacture products for aircrews

E4	CORE	Manufacture products for support equipment
E4	CORE	Manufacture templates for patterns

GENERAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain aircraft furnishings
E4	CORE	Maintain aircraft restraint systems
E4	CORE	Maintain aircraft Search and Rescue (SAR) equipment
E4	CORE	Maintain aircraft-installed life support equipment
E4	CORE	Maintain aircraft-installed parachute systems
E4	CORE	Maintain aircraft-mounted fire fighting equipment
E4	CORE	Maintain Aviation Life Support System (ALSS) equipment
E4	CORE	Maintain emergency breathing devices
E4	CORE	Maintain general purpose flight clothing
E4	CORE	Maintain Mobile Refill Stations (MRS III)
E4	CORE	Maintain Night Vision Devices (NVD)

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Audit Naval Aviation Maintenance Programs (NAMP)
E5	CORE	Brief flight crews
E6	CORE	Coordinate technical directives compliance programs
E5	CORE	Debrief flight crews
E4	CORE	Maintain Aviation Life Support Equipment (ALSE) maintenance records
E6	CORE	Manage Aviation Life Support System (ALSS) programs
E6	CORE	Manage breathable air program for Life Support Systems
E6	CORE	Manage Joint Search and Rescue Satellite-aided Tracking (SARSAT) Electronic Tracking Systems, Cosmicheskaya Sistyema Poiska Avariynich Sudov (COSPAS), and Search and Rescue Satellite-aided Tracking (SARSAT) accounts for survival radios
E6	CORE	Manage technical Aviation Life Support System (ALSS) documents
E6	CORE	Manage technical directives compliance
E5	NON-CORE	Verify emergency reclamation procedures
E5	NON-CORE	Verify equipment status reports
E5	NON-CORE	Verify Individual Material Readiness Lists (IMRL)

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain aircraft crash worthy non-ejection seats
E4	CORE	Maintain flight helmets
E4	CORE	Maintain industrial sewing machines
E4	CORE	Maintain parachute systems

ORDNANCE MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct explosive devices training
E4	CORE	Maintain aviation life support pyrotechnics
E4	CORE	Maintain Cartridge Actuated Device (CAD) systems
E6	CORE	Manage Aviation Life Support System (ALSS) ordnance certifications

OXYGEN, NITROGEN, AND LIQUID OXYGEN SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain Aviators Breathing Oxygen (ABO) systems
E4	CORE	Maintain emergency oxygen equipment
E4	CORE	Maintain gaseous oxygen equipment
E4	CORE	Maintain Liquid Oxygen (LOX) equipment
E4	NON-CORE	Maintain oxygen systems (e.g. concentrators, converters, regulators, etc.)

QUALITY ASSURANCE (QA)

Paygrade	Task Type	Task Statements
E5	CORE	Conduct Aviation Life Support System (ALSS) tests and evaluations
E5	CORE	Conduct Quality Assurance (QA) inspections
E4	CORE	Inspect Aviation Life Support Systems (ALSS)
E4	CORE	Maintain air operations equipment
E6	CORE	Manage support equipment Planned Maintenance System (PMS) programs
E6	CORE	Validate installed service life cycle of explosive ordnance (Cartridge Actuated Device (CAD)/Propellant Actuated Device (PAD))
E6	CORE	Verify Naval Aviation Maintenance Programs (NAMP)
E6	CORE	Verify Naval Aviation Metrology and Calibration (METCAL) programs
E6	CORE	Verify technical directives

SURVIVAL AND RESCUE GEAR

Paygrade	Task Type	Task Statements
E4	CORE	Conduct installed life support equipment training
E4	CORE	Conduct aircrew survival equipment training
E4	CORE	Conduct Search and Rescue (SAR) equipment training
E4	CORE	Conduct survival equipment training
E4	CORE	Maintain flotation equipment (e.g. life preserver, life rafts, etc.)
E4	CORE	Maintain Search and Rescue (SAR) personnel equipment
E4	CORE	Maintain seat pans
E4	CORE	Maintain seat survival kits
E4	CORE	Maintain survival items (e.g. medical kits, mirrors, sea dye, etc.)
E4	CORE	Maintain survival radios
E4	CORE	Maintain survival vests

Job Title **Job Code**

Special Operations Parachute Rigger 001705

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	SPECIAL OP PARACHUTE RIGGER	SPEC OP RIGGER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	PR	NEC 7353

Job Description

Special Operations Parachute Riggers work with Naval Special Warfare (NSW) and Explosive Ordnance Disposal (EOD) units throughout the world; inspect, maintain, pack, and use specialized premeditated personnel static-line and free-fall parachute systems; use and maintain specialized aerial delivery and re-supply systems and helicopter insertion and extraction systems unique to NSW and EOD units; function as Parachute Jump (PJ) and Helicopter Rope Suspension Techniques (HRST) masters; perform paraloft management, administrative functions, ordnance handling functions, and Quality Assurance (QA) inspections; and operate and maintain sewing machines including adjustment and lubrication.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Forward Area Equipment Support, General	186000	Fabric Menders, Except Garment	49-9093.00	Installation, Maintenance, and Repair

Skills	Abilities
Equipment Maintenance	*Oral Expression*
Instructing	*Multi-limb Coordination*
Repairing	*Wrist-Finger Speed*
Installation	*Speech Clarity*
Equipment Selection	*Written Comprehension*
Management of Material Resources	*Information Ordering*
Judgment and Decision Making	*Originality*
Quality Control Analysis	*Selective Attention*
Reading Comprehension	*Deductive Reasoning*
Coordination	*Oral Comprehension*

AIRCREW PERSONAL PROTECTIVE GEAR

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Personal Protective Equipment (PPE) training

FABRICATION AND MANUFACTURING

Paygrade	Task Type	Task Statements
E4	CORE	Design fabrication patterns
E4	CORE	Maintain fabrication hardware and materials
E4	CORE	Manufacture products for parachutists
E4	CORE	Manufacture templates for patterns

GENERAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain cargo parachute systems
E4	NON-CORE	Maintain Premeditated Personnel Parachuting (P3) support equipment
E5	NON-CORE	Rig helicopter insertion and extraction equipment
E5	NON-CORE	Rig special operations platforms

MAINTENANCE ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Brief flight crews
E4	NON-CORE	Conduct Premeditated Personnel Parachuting (P3) system training
E5	CORE	Debrief flight crews
E7	CORE	Ensure compliance of Weight and Balance (W & B) programs
E4	CORE	Maintain Aviation Life Support Equipment (ALSE) maintenance records
E4	NON-CORE	Maintain Premeditated Personnel Parachuting (P3) parts inventories
E6	NON-CORE	Manage Dive Jump Reporting Systems (DJRS)
E7	CORE	Validate Aviation Life Support System (ALSS) acquisitions
E5	NON-CORE	Verify equipment status reports

MECHANICAL MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Maintain parachutists helmets
E4	CORE	Maintain industrial sewing machines
E4	CORE	Maintain parachute systems

ORDNANCE MAINTENANCE

Paygrade	Task Type	Task Statements
E5	CORE	Conduct explosive devices training
E4	CORE	Maintain aviation life support pyrotechnics
E4	CORE	Maintain Cartridge Actuated Device (CAD) systems
E6	CORE	Manage Aviation Life Support System (ALSS) ordnance certifications

QUALITY ASSURANCE (QA)

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct air operations (e.g. static line parachuting, military free fall, fast rope, rappel, etc.)
E5	NON-CORE	Conduct Premeditated Personnel Parachuting (P3) systems Quality Assurance (QA) training
E5	CORE	Conduct Quality Assurance (QA) inspections
E5	CORE	Conduct tests and evaluations on Premeditated Personnel Parachuting (P3) systems
E7	CORE	Develop Aviation Life Support System (ALSS) programs
E4	CORE	Inspect Aviation Life Support Systems (ALSS)
E4	NON-CORE	Inspect Premeditated Personnel Parachuting (P3)
E4	CORE	Maintain air operations equipment
E7	NON-CORE	Manage Naval Special Warfare (NSW) and Explosive Ordnance Disposal (EOD) training programs
E6	CORE	Manage support equipment Planned Maintenance System (PMS) programs

SURVIVAL AND RESCUE GEAR

Paygrade	Task Type	Task Statements
E4	CORE	Conduct installed life support equipment training
E4	CORE	Conduct parachutist survival equipment training
E5	NON-CORE	Conduct parachutists training on aircraft-installed life support equipment training
E4	CORE	Conduct survival equipment training
E4	CORE	Maintain drogue parachute assemblies
E4	CORE	Maintain flotation equipment (e.g. life preserver, life rafts, etc.)
E4	NON-CORE	Maintain Premeditated Personnel Parachuting (P3) assemblies and equipment

CHAPTER 66

QUARTERMASTER
(QM)

NAVPERS 18068-66E
CH-67

Updated: July 2016

TABLE OF CONTENTS
QUARTERMASTER (QM)

SCOPE OF RATING	**QM-3**
GENERAL INFORMATION	**QM-4**
NAVIGATION ADMINISTRATOR	**QM-5**
COMMUNICATIONS	QM-5
ELECTRONIC SYSTEMS OPERATIONS	QM-5
EQUIPMENT ADMINISTRATION	QM-6
LOOKOUT AND SIGNALING OPERATIONS	QM-6
NAVIGATION	QM-6
PLOTTING	QM-7
TECHNICAL ADMINISTRATION	QM-8
NAVIGATION SPECIALIST	**QM-9**
COMMUNICATIONS	QM-9
ELECTRONIC SYSTEMS OPERATIONS	QM-9
EQUIPMENT ADMINISTRATION	QM-10
LOOKOUT AND SIGNALING OPERATIONS	QM-10
NAVIGATION	QM-10
PLOTTING	QM-11
TECHNICAL ADMINISTRATION	QM-12
NAVIGATION MANAGER	**QM-13**
ELECTRONIC SYSTEMS OPERATIONS	QM-13
EQUIPMENT ADMINISTRATION	QM-13
LOOKOUT AND SIGNALING OPERATIONS	QM-13
NAVIGATION	QM-14
PLOTTING	QM-14
TECHNICAL ADMINISTRATION	QM-14

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

QUARTERMASTER (QM)

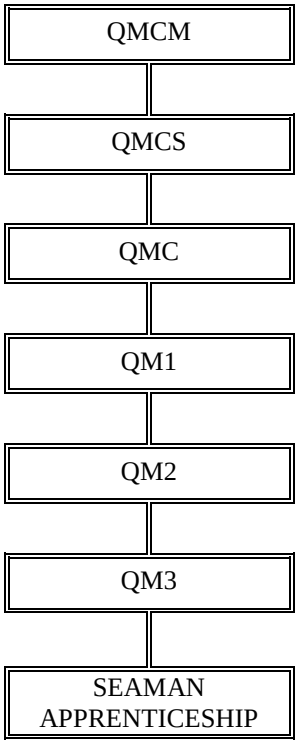
SCOPE OF RATING

Quartermasters (QM) stand watch as assistants to the Officer of the Deck (OOD) and the Navigator; serve as Helmsman; perform ship control, navigation, and bridge watch duties; procure, correct, use, and stow navigational and oceanographic publications and charts; maintain navigational instruments and keep correct navigational time; perform weather data observations and data encoding; perform tactical communications using visual, audible, and electronic methods; and render honors and ceremonies in accordance with national observances and foreign customs.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 66.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Navigation Administrator

Job Code

003743

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	NAVIGATION ADMINISTRATOR	NAVIGATN ADMIN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	QM	As assigned to Job

Job Description

Navigation Administrators provide navigation expertise to shipboard personnel and advise during unusual navigational conditions in accordance with fleet directives; use all charted visual aids to navigation and tides and current data; select, use and correct nautical charts; maintain chart allowance inventories; prepare synoptic observation messages; maintain and review equipment and navigation logs; extract and record maintenance data from appropriate navigation publications; prepare weekly and quarterly schedules of preventive maintenance ensuring they are implemented; and coordinate shipboard honors and ceremonies and execute sunrise, morning, and evening colors.

DoD Relationship

Group Title	*DoD Code*
Navigators	106100

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Pilots, Ship	53-5021.03	Transportation and Material Moving

Skills	Abilities
Mathematics	*Deductive Reasoning*
Science	*Mathematical Reasoning*
Operation and Control	*Information Ordering*
Reading Comprehension	*Finger Dexterity*
Complex Problem Solving	*Problem Sensitivity*
Coordination	*Written Comprehension*
Judgment and Decision Making	*Written Expression*
Writing	*Manual Dexterity*
Critical Thinking	*Category Flexibility*
Systems Evaluation	*Speed of Closure*

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Perform communications using tactical signals
E4	NON-CORE	Perform external communications (ship-to-ship, ship-to-shore)

ELECTRONIC SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain electronic navigation systems
E4	CORE	Navigate ship using electronic navigation systems
E4	CORE	Prepare electronic navigation systems
E4	CORE	Shutdown electronic navigation systems
E4	CORE	Startup electronic navigation systems
E4	CORE	Verify helm and lee helm operations
E4	CORE	Verify ship's position data between sources (radar, paper, Voyage Management System (VMS))

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Inventory controlled equipment
E6	NON-CORE	Manage controlled equipment inventories
E4	CORE	Perform preventive maintenance on navigation equipment

LOOKOUT AND SIGNALING OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Identify lights and beacons using stopwatch
E4	CORE	Maintain halyards, halyard blocks, and tie downs
E4	NON-CORE	Perform man overboard procedures
E4	CORE	Prepare weather observation reports
E4	CORE	Report audible and visual information (e.g. sound signals, lights, flags, etc.)
E4	CORE	Report flags (country flags, signal flags)

NAVIGATION

Paygrade	Task Type	Task Statements
E4	CORE	Adjust radar scope presentation to align with navigation charts
E6	CORE	Calculate advanced maneuvering board solutions (e.g. station changes, avoidance courses, etc.)
E4	CORE	Calculate basic maneuvering board solutions (e.g. winds, Closest Point of Approach (CPA), etc.)
E4	CORE	Calculate celestial event times (e.g. sunrise/sunset, moonrise/moonset, twilight, etc.)
E4	CORE	Calculate compensating and correcting courses and speeds
E4	CORE	Calculate set and drift
E4	CORE	Compare fathometer readings to charted depth
E4	CORE	Compute course and speed made good
E4	CORE	Compute expected times of radar landfall
E4	CORE	Compute gyro error
E4	CORE	Compute tides and currents
E5	CORE	Compute visibility of lights and expected times of sighting
E4	CORE	Compute Zone Time (ZT) using Zone Description (ZD)
E4	CORE	Convert arc to time and time to arc
E4	CORE	Correlate lookout information with radar presentations
E4	CORE	Determine latitude and longitude from plotted positions on navigational charts
E4	CORE	Determine magnetic compass errors using gyrocompass
E4	CORE	Determine required Speed Of Advance (SOA)
E4	CORE	Determine ship's position (e.g. electronic, visual, radar, etc.)
E4	CORE	Determine ship's position relative to Plan of Intended Movement (PIM)
E4	CORE	Determine variation on charts
E4	CORE	Graph tides and currents

NAVIGATION (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Incorporate lookout information with navigation plot
E4	CORE	Make Movement Reports (MOVREP)
E4	CORE	Make position reports
E4	CORE	Make weather reports
E4	CORE	Measure distances on navigational charts
E4	CORE	Navigate ship during reduced visibility
E4	CORE	Plot Dead Reckoning (DR) tracks
E4	CORE	Plot ship's position during navigation detail
E4	CORE	Plot ship's position using visual bearings
E4	CORE	Prepare bridge for special evolutions
E4	CORE	Report aids to navigation
E4	CORE	Report Navigation Rules and Regulations signals (e.g. task lights, day shapes, sound signals, etc.)
E4	CORE	Shift navigation control to secondary location
E4	NON-CORE	Steer ship using aft steering
E6	CORE	Supervise shift of navigation control from bridge to secondary location
E4	CORE	Verify ship's position data in the Combat Information Center (CIC)

PLOTTING

Paygrade	Task Type	Task Statements
E4	CORE	Calculate danger bearings and ranges
E4	CORE	Calculate relative bearings
E4	CORE	Compute advance and transfer
E4	CORE	Compute anchor chain scopes
E4	CORE	Compute Estimated Time of Arrival (ETA)
E4	CORE	Plan anchorage areas
E4	CORE	Plot advance and transfer
E4	CORE	Plot great circle sailing routes
E4	CORE	Plot man overboard positions
E4	CORE	Plot mine warfare information
E4	CORE	Plot Plan of Intended Movement (PIM) tracks
E4	CORE	Plot weather message information
E4	CORE	Prepare restricted water tracks
E5	CORE	Recommend great circle sailing routes
E5	CORE	Review navigational charts
E4	CORE	Verify water depth is safe for navigation

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze environmental hazards utilizing Protective Measures Assessment Protocol (PMAP) program
E5	CORE	Archive electronic navigation data
E5	CORE	Coordinate shipboard honors and ceremonies
E4	CORE	Correct navigational charts (paper, electronic)
E4	CORE	Execute sunrise, morning and evening colors
E4	CORE	Extract information from Naval and navigation publications, technical briefs, notices, and bulletins
E4	CORE	Maintain administrative records (i.e. deck logs, position logs, bearing books, etc.)
E4	CORE	Maintain chart and publication allowances
E5	NON-CORE	Manage administrative programs
E4	NON-CORE	Prepare navigation briefs
E6	CORE	Verify navigational charts

Job Title

Navigation Specialist

Job Code

003744

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	NAVIGATION SPECIALIST	NAVIGATN SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	QM	As assigned to Job

Job Description

Navigation Specialists stand watch as assistants to the Officer of the Deck (OOD) and the Navigator; perform ship control, navigation, and bridge watch duties; select charts for voyage planning; determine danger angles and danger bearings; use and update sailing directions, light lists, coastal pilots, and related publications and navigation charts; use Coast Guard publications concerning nautical rules and regulations; use basic course plotting instruments, lead lines, depth sounders, and compasses; maintain the compass book; determine ship's position by celestial observations; identify aids to navigation; serve as weather observers; recognize the significance of dew point, relative humidity, temperature, atmospheric pressure, wind force and direction, cloud formation, and sea state in general weather forecasting, and maintain the weather observation sheet; and handle plain language radio communications and visual communications. Experienced Navigation Specialists supervise bridge personnel.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Navigators	106100	Pilots, Ship	53-5021.03	Transportation and Material Moving

Skills	Abilities
Mathematics	*Deductive Reasoning*
Science	*Mathematical Reasoning*
Operation and Control	*Finger Dexterity*
Critical Thinking	*Information Ordering*
Reading Comprehension	*Manual Dexterity*
Coordination	*Problem Sensitivity*
Complex Problem Solving	*Written Comprehension*
Writing	*Written Expression*
Judgment and Decision Making	*Category Flexibility*
Systems Evaluation	*Perceptual Speed*

COMMUNICATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Perform communications using tactical signals
E4	NON-CORE	Perform external communications (ship-to-ship, ship-to-shore)
E4	CORE	Signal water craft or boats (visually, audibly)
E4	NON-CORE	Test internal and external communications systems (visual, audible, electronic)

ELECTRONIC SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Adjust ship's lighting for night operations
E4	CORE	Configure navigation and task lights
E4	CORE	Maintain electronic navigation systems
E4	CORE	Navigate ship using electronic navigation systems
E4	CORE	Prepare electronic navigation systems
E4	CORE	Shutdown electronic navigation systems
E4	CORE	Startup electronic navigation systems
E4	CORE	Verify helm and lee helm operations
E4	CORE	Verify ship's position data between sources (radar, paper, Voyage Management System (VMS))

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Inventory controlled equipment
E4	CORE	Perform preventive maintenance on navigation equipment

LOOKOUT AND SIGNALING OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Identify lights and beacons using stopwatch
E4	CORE	Maintain halyards, halyard blocks, and tie downs
E4	NON-CORE	Perform man overboard procedures
E4	CORE	Prepare weather observation reports
E4	CORE	Report audible and visual information (e.g. sound signals, lights, flags, etc.)
E4	CORE	Report contacts (air, surface)
E4	CORE	Report flags (country flags, signal flags)

NAVIGATION

Paygrade	Task Type	Task Statements
E4	CORE	Adjust radar scope presentation to align with navigation charts
E4	CORE	Calculate basic maneuvering board solutions (e.g. winds, Closest Point of Approach (CPA), etc.)
E4	CORE	Calculate celestial event times (e.g. sunrise/sunset, moonrise/moonset, twilight, etc.)
E4	CORE	Calculate compensating and correcting courses and speeds
E4	CORE	Calculate set and drift
E4	CORE	Compare fathometer readings to charted depth
E4	CORE	Compute course and speed made good
E4	CORE	Compute expected times of radar landfall
E4	CORE	Compute gyro error
E4	CORE	Compute tides and currents
E5	CORE	Compute visibility of lights and expected times of sighting
E4	CORE	Compute Zone Time (ZT) using Zone Description (ZD)
E4	CORE	Convert arc to time and time to arc
E4	CORE	Correlate lookout information with radar presentations
E4	CORE	Determine latitude and longitude from plotted positions on navigational charts
E4	CORE	Determine magnetic compass errors using gyrocompass
E4	CORE	Determine required Speed Of Advance (SOA)
E4	CORE	Determine ship's position (e.g. electronic, visual, radar, etc.)
E4	CORE	Determine ship's position relative to Plan of Intended Movement (PIM)
E4	CORE	Determine variation on charts
E4	CORE	Graph tides and currents
E4	CORE	Incorporate lookout information with navigation plot
E4	CORE	Make Movement Reports (MOVREP)

NAVIGATION (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Make position reports
E4	CORE	Make weather reports
E4	CORE	Measure distances on navigational charts
E4	CORE	Navigate ship during reduced visibility
E4	CORE	Obtain visual bearings using alidades
E4	CORE	Plot Dead Reckoning (DR) tracks
E4	CORE	Plot ship's position during navigation detail
E4	CORE	Plot ship's position using visual bearings
E4	CORE	Prepare bridge for special evolutions
E4	CORE	Report aids to navigation
E4	CORE	Report Navigation Rules and Regulations signals (e.g. task lights, day shapes, sound signals, etc.)
E4	CORE	Shift navigation control to secondary location
E4	NON-CORE	Steer ship using aft steering
E4	CORE	Verify ship's position data in the Combat Information Center (CIC)

PLOTTING

Paygrade	Task Type	Task Statements
E4	CORE	Calculate danger bearings and ranges
E4	CORE	Calculate relative bearings
E4	CORE	Compute advance and transfer
E4	CORE	Compute anchor chain scopes
E4	CORE	Compute Estimated Time of Arrival (ETA)
E4	CORE	Determine type of ocean bottom
E4	CORE	Plan anchorage areas
E4	CORE	Plot advance and transfer
E4	CORE	Plot anchorage area
E4	CORE	Plot danger bearings and ranges
E4	CORE	Plot distress signals, bearings, and ranges
E4	CORE	Plot great circle sailing routes
E4	CORE	Plot man overboard positions
E4	CORE	Plot mine warfare information
E4	CORE	Plot navigation hazards
E4	CORE	Plot navigation points
E4	CORE	Plot pickup and drop-off points
E4	CORE	Plot Plan of Intended Movement (PIM) tracks
E4	CORE	Plot relative bearings
E4	CORE	Plot surface contact information

PLOTTING (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Plot swept channels
E4	CORE	Plot weather message information
E4	CORE	Prepare restricted water tracks
E5	CORE	Recommend great circle sailing routes
E5	CORE	Review navigational charts
E4	CORE	Verify water depth is safe for navigation

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Correct navigational charts (paper, electronic)
E4	CORE	Execute sunrise, morning and evening colors
E4	CORE	Extract information from Naval and navigation publications, technical briefs, notices, and bulletins
E4	CORE	Maintain chart and publication allowances
E4	NON-CORE	Prepare navigation briefs

Job Title

Navigation Manager

Job Code

003745

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Transportation and Material Moving	TBD	NAVIGATION MANAGER	NAVIGATN MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	QM	As assigned to Job

Job Description

Navigation Managers provide navigation and piloting expertise to bridge personnel; advise during unusual navigational conditions in accordance with fleet directives and conduct navigation briefs; select and use appropriate nautical charts; select anchorages; employ appropriate electronic navigation systems; plan emergency drills; and evaluate personnel in the Navigation department.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Navigators	106100	Pilots, Ship	53-5021.03	Transportation and Material Moving

Skills	Abilities
Mathematics	*Deductive Reasoning*
Operation and Control	*Problem Sensitivity*
Coordination	*Information Ordering*
Judgment and Decision Making	*Manual Dexterity*
Science	*Mathematical Reasoning*
Systems Evaluation	*Written Comprehension*
Quality Control Analysis	*Perceptual Speed*
Writing	*Written Expression*
Complex Problem Solving	*Category Flexibility*
Monitoring	*Inductive Reasoning*

ELECTRONIC SYSTEMS OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Maintain electronic navigation systems
E4	CORE	Navigate ship using electronic navigation systems
E4	CORE	Prepare electronic navigation systems
E4	CORE	Shutdown electronic navigation systems
E4	CORE	Startup electronic navigation systems
E4	CORE	Verify helm and lee helm operations
E4	CORE	Verify ship's position data between sources (radar, paper, Voyage Management System (VMS))

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	NON-CORE	Manage controlled equipment inventories
E7	CORE	Manage equipment certifications and recertifications
E7	NON-CORE	Verify equipment installation, testing, and alterations

LOOKOUT AND SIGNALING OPERATIONS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Perform man overboard procedures

NAVIGATION

Paygrade	Task Type	Task Statements
E4	CORE	Adjust radar scope presentation to align with navigation charts
E6	CORE	Calculate advanced maneuvering board solutions (e.g. station changes, avoidance courses, etc.)
E4	CORE	Calculate basic maneuvering board solutions (e.g. winds, Closest Point of Approach (CPA), etc.)
E4	CORE	Calculate celestial event times (e.g. sunrise/sunset, moonrise/moonset, twilight, etc.)
E4	CORE	Calculate compensating and correcting courses and speeds
E4	CORE	Correlate lookout information with radar presentations
E4	CORE	Determine required Speed Of Advance (SOA)
E4	CORE	Determine ship's position relative to Plan of Intended Movement (PIM)
E4	CORE	Incorporate lookout information with navigation plot
E4	CORE	Make Movement Reports (MOVREP)
E4	CORE	Make position reports
E4	CORE	Make weather reports
E4	CORE	Navigate ship during reduced visibility
E4	CORE	Plot ship's position during navigation detail
E6	CORE	Supervise bridge team during special evolutions (e.g. Underway Replenishments (UNREP), sea and anchor details, navigation details, etc.)
E6	CORE	Supervise shift of navigation control from bridge to secondary location
E4	CORE	Verify ship's position data in the Combat Information Center (CIC)

PLOTTING

Paygrade	Task Type	Task Statements
E4	CORE	Compute advance and transfer
E4	CORE	Plan anchorage areas
E5	CORE	Recommend great circle sailing routes
E5	CORE	Review navigational charts
E4	CORE	Verify water depth is safe for navigation

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze environmental hazards utilizing Protective Measures Assessment Protocol (PMAP) program
E5	CORE	Archive electronic navigation data
E5	CORE	Coordinate shipboard honors and ceremonies
E4	CORE	Extract information from Naval and navigation publications, technical briefs, notices, and bulletins
E5	NON-CORE	Manage administrative programs
E4	NON-CORE	Prepare navigation briefs
E6	CORE	Verify navigational charts

CHAPTER 67

INFORMATION SYSTEMS TECHNICIAN (IT)

NAVPERS 18068-67G
CH-65

Updated: January 2016

TABLE OF CONTENTS
INFORMATION SYSTEMS TECHNICIAN (IT)

SCOPE OF RATING	IT-3
GENERAL INFORMATION	IT-4
INFORMATION TECHNOLOGY NETWORK TECHNICIAN	IT-5
COMMUNICATIONS SECURITY	IT-5
COMMUNICATIONS SYSTEMS OPERATIONS	IT-6
CYBERSPACE OPERATIONS	IT-6
MESSAGE SYSTEMS OPERATIONS	IT-6
NETWORK ADMINISTRATION	IT-7
NETWORK MANAGEMENT	IT-8
NETWORK SYSTEM OPERATIONS	IT-9
INFORMATION TECHNOLOGY SECURITY MANAGER	IT-10
COMMUNICATIONS SECURITY	IT-10
CYBERSPACE OPERATIONS	IT-11
MESSAGE SYSTEM OPERATIONS	IT-12
NETWORK ADMINISTRATION	IT-12
NETWORK MANAGEMENT	IT-13
INFORMATION TECHNOLOGY SECURITY TECHNICIAN	IT-14
COMMUNICATIONS SECURITY	IT-14
COMMUNICATIONS SYSTEMS OPERATIONS	IT-15
CYBERSPACE OPERATIONS	IT-15
MESSAGE SYSTEMS OPERATIONS	IT-16
NETWORK ADMINISTRATION	IT-16
NETWORK MANAGEMENT	IT-17
NETWORK SYSTEM OPERATIONS	IT-17
INFORMATION TECHNOLOGY COMMUNICATION TECHNICIAN	IT-18
COMMUNICATIONS SECURITY	IT-18
COMMUNICATIONS SYSTEMS OPERATIONS	IT-20
CYBERSPACE OPERATIONS	IT-22
MESSAGE SYSTEMS OPERATIONS	IT-22
NETWORK ADMINISTRATION	IT-22
NETWORK MANAGEMENT	IT-23

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

INFORMATION SYSTEMS TECHNICIAN (IT)

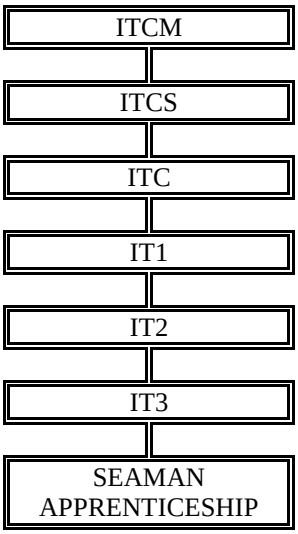
SCOPE OF RATING

Information System Technicians (IT) perform core and specialty functions of communications operations, message processing, and network administration and security; establish, monitor, and maintain Radio Frequency (RF) communications systems; perform spectrum management within an area of responsibility; handle, store, and retrieve incoming and outgoing messages; perform network system administration, maintenance and training; manage, plan and coordinate unit-level information systems security and integration across platforms, fleets, and services; and ensure the proper security, handling, accounting, reporting, and control of Communications Security (COMSEC) materials, systems, and equipment.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 67.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Information Technology Network Technician 001414

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Management	TBD	INFOR TECHNOLOGY NETWORK TECH	IT NETWRK TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	IT	NECs 2709, 2710, 2720, 2730, 2777, 2778, 2791, 9613, 2781, 2765, 2766, 2792, 2770

Job Description

Information Technology Network Technicians perform core and specialty functions of network administration; install applications and peripherals, troubleshoot computer and network problems, provide assistance with the use of computer hardware and software including printers, applications, and operating systems; conduct system backups and restores; utilize knowledge of database management systems to maintain, administer, test, and implement computer databases; and work with General Service (GENSER), unclassified, and Special Intelligence (SI) systems including administrative, logistical, and tactical data processors in support of strategic, operational, and tactical operations.

DoD Relationship

Group Title	*DoD Code*
ADP Computers, General	115000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Computer and Information Systems Managers	11-3021.00	Management

Skills	Abilities
Operation and Control	*Deductive Reasoning*
Technology Design	*Information Ordering*
Management of Material Resources	*Control Precision*
Critical Thinking	*Problem Sensitivity*
Systems Analysis	*Inductive Reasoning*
Troubleshooting	*Written Comprehension*
Monitoring	*Written Expression*
Repairing	*Category Flexibility*
Writing	*Mathematical Reasoning*
Complex Problem Solving	*Selective Attention*

COMMUNICATIONS SECURITY

Paygrade	Task Type	Task Statements
E4	CORE	Conduct Emergency Action Plans (EAP)
E6	CORE	Develop Emergency Action Plans (EAP)
E4	CORE	Handle Communications Security (COMSEC) material
E4	CORE	Inspect security containers
E4	CORE	Inventory Communications Security (COMSEC) materials
E4	CORE	Load Communications Security (COMSEC) equipment
E4	CORE	Maintain Crypto Ignition Keys (CIK)
E4	CORE	Maintain cryptographic equipment
E4	CORE	Maintain physical security of Sensitive Compartmented Information (SCI) computer Information Systems (IS)
E5	NON-CORE	Manage Key Management Infrastructure (KMI) system configuration
E6	CORE	Monitor Communications Security (COMSEC) platform security
E4	CORE	Prepare local holder Electronic Key Management System (EKMS) reports
E4	CORE	Receive Communications Security (COMSEC) material
E4	CORE	Report Electronic Key Management System (EKMS) discrepancies
E4	CORE	Safeguard classified material

E4	CORE	Set up cryptographic equipment
E4	CORE	Set up cryptographic networks
E4	CORE	Validate Communications Security (COMSEC) material
E4	CORE	Verify cryptographic equipment settings

COMMUNICATIONS SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Configure portable communications systems
E5	CORE	Configure router and switching devices
E5	NON-CORE	Integrate flight and squadron media
E5	CORE	Integrate Intelligence, Surveillance, and Reconnaissance (ISR) services (e.g. Global Broadcasting Systems (GBS), Communications Data Link System CDLS), etc.)
E4	CORE	Load image software
E4	NON-CORE	Maintain magnetic tape drives
E4	NON-CORE	Maintain trouble ticket database
E4	CORE	Monitor routing and switching devices
E4	CORE	Restore computer Information Systems (IS)
E4	CORE	Set Emission Control (EMCON) conditions
E5	CORE	Troubleshoot data links
E4	CORE	Utilize test equipment (e.g. specan, o-scope, firebird, etc.)

CYBERSPACE OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Evaluate Information Systems Security (ISS) programs
E7	CORE	Evaluate security improvement actions
E5	CORE	Implement security actions
E5	CORE	Maintain security logs
E7	CORE	Manage Information Technology (IT) security priorities
E6	CORE	Validate security improvement actions

MESSAGE SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Apply minimize condition procedures
E5	CORE	Draft communications spot reports
E5	CORE	Establish Command, Control, Communications, Computers, Combat Systems and Intelligence (C5I) system interconnectivity
E5	CORE	Establish services with communications center
E4	CORE	Install certificates (e.g. security, system, etc.)
E4	CORE	Monitor message queues
E4	CORE	Monitor message systems
E4	CORE	Process messages (e.g. special handling, AMCROSS, SITREPS, etc.)
E4	CORE	Sanitize communication center

NETWORK ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Administer computer Information System (IS) accounts
E5	CORE	Analyze audit logs
E5	CORE	Back up computer Information Systems (IS)
E5	CORE	Configure audit logs
E4	CORE	Configure computer application software
E4	CORE	Configure external peripherals
E5	CORE	Configure network hardware and software
E5	CORE	Configure print services
E5	CORE	Configure server operating system software
E4	CORE	Configure workstation network connectivity
E4	CORE	Configure workstation Operating System (OS) software
E4	CORE	Construct networks
E5	CORE	Develop computer Information System (IS) Standard Operating Procedures (SOP)
E4	CORE	Document network outages
E5	CORE	Document Operating System (OS) errors
E5	CORE	Document server outages
E5	CORE	Implement River City conditions on computer Information Systems (IS)
E5	CORE	Implement router Access Control Lists (ACL)
E5	CORE	Initialize network servers
E4	CORE	Install external peripherals
E5	CORE	Install network components
E5	CORE	Install network peripherals
E5	CORE	Install network software
E5	CORE	Install Operating Systems (OS)
E5	CORE	Maintain computer Information System (IS) servers
E4	CORE	Maintain network printers
E6	CORE	Manage computer Information System (IS) servers
E5	CORE	Manage file and folder accesses
E6	CORE	Manage network documentation
E6	CORE	Manage network monitoring software
E6	CORE	Manage network system configurations
E6	CORE	Manage network system updates
E4	CORE	Monitor audit logs
E5	CORE	Monitor network equipment
E5	CORE	Monitor network systems
E5	CORE	Perform disk administration
E5	CORE	Perform file system maintenance
E5	CORE	Perform File Transfer Protocol (FTP) functions

E5	CORE	Perform start up/shut down procedures
E6	CORE	Perform trend analysis (hardware, software, or network)
E4	CORE	Perform workstation start up/shut down procedures
E7	CORE	Plan network restorations
E6	CORE	Prepare network status reports
E4	CORE	Respond to customer trouble calls
E4	CORE	Scan for viruses
E5	CORE	Test computer Information Systems (IS)
E4	CORE	Troubleshoot client Operating Systems (OS)
E4	CORE	Troubleshoot external peripherals
E4	CORE	Troubleshoot file and folder access problems
E5	CORE	Troubleshoot network hardware
E5	CORE	Troubleshoot primary storage devices
E5	CORE	Troubleshoot server Operating Systems (OS)
E4	CORE	Troubleshoot workstation application software
E4	CORE	Troubleshoot workstation network connectivity
E5	CORE	Utilize administrative tools
E5	CORE	Utilize computer Information Systems (IS)

NETWORK MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Configure domain system policies
E7	CORE	Determine network migration and installation potential problems
E7	CORE	Determine network migrations and installation time requirements
E6	CORE	Determine network upgrade equipment
E7	CORE	Develop disaster recovery contingency plans
E7	CORE	Develop network plans and policies
E7	CORE	Develop system life cycle plans
E7	NON-CORE	Estimate network migration or installation costs
E7	CORE	Implement Automated Information Systems (AIS) equipment and media disposition requirements (e.g. destruction, disposal, transfer, etc.)
E5	CORE	Implement computer software for migration or installation
E6	CORE	Implement domain policies
E6	CORE	Implement network policies
E7	CORE	Manage Local Area Network (LAN) architecture
E6	CORE	Manage network system databases
E7	CORE	Manage networking solutions
E7	NON-CORE	Oversee information security budget, staffing, and contracting
E5	CORE	Restore from backups
E4	CORE	Troubleshoot network cabling
E5	CORE	Troubleshoot Wide Area Network (WAN) optimization
E5	CORE	Verify backups

NETWORK SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Administer network system databases
E5	CORE	Configure virtual environments
E4	CORE	Configure workstation internal core components
E6	CORE	Coordinate domain backup schedules
E6	CORE	Develop web pages
E5	CORE	Identify information systems anomalies
E7	CORE	Implement network operating procedures
E4	CORE	Inspect computer Information Systems (IS) (e.g. network components, system hardware, etc.)
E4	CORE	Install primary storage devices
E6	CORE	Install servers
E4	CORE	Install workstation internal core components
E4	CORE	Inventory computer Information System (IS) assets
E5	CORE	Maintain computer Information System (IS) logs
E5	CORE	Maintain network system databases
E6	CORE	Maintain software application scripts
E5	CORE	Maintain websites
E7	CORE	Manage Automated Data Processing (ADP) software (e.g. Program of Record (POR), authorized, etc.)
E5	CORE	Monitor customer trouble calls
E5	CORE	Troubleshoot networks (e.g. Integrated Shipboard Network Systems (ISNS), Consolidated Afloat Networks and Enterprise Services (CANES), virtual, etc.)
E5	CORE	Troubleshoot server internal core components (virtual)
E4	CORE	Troubleshoot workstation internal core components (virtual)
E6	CORE	Write software application scripts

Job Title **Job Code**

Information Technology Security Manager 001422

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	INFOR TECHNOLOGY SECURITY MGR	IT SCTY MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	IT	NECs 2779, 9613

Job Description

Information Technology Security Managers plan, coordinate, and manage unit-level information systems security and integration across platforms, fleets, and services; direct cybersecurity programs and manage and implement information systems security countermeasures and network security programs; ensure proper security and control of Communications Security (COMSEC) systems; develop and review Information Systems Security (ISS) accreditation packages; design, plan, and prepare for network expansions and upgrades; prepare and review checklists for Sensitive Compartmented Information Facility (SCIF) accreditation and periodic inspection; manage administrative functions and security procedures governing the special security program; and coordinate allocation of personnel and financial resources, protection of classified information, and the training of Information Technology Specialists.

DoD Relationship

Group Title	*DoD Code*
ADP Computers, General	115000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Information Security Analysts	15-1122.00	Computer and Mathematical

Skills	Abilities
Operation and Control	*Deductive Reasoning*
Critical Thinking	*Information Ordering*
Management of Material Resources	*Inductive Reasoning*
Technology Design	*Control Precision*
Writing	*Written Expression*
Complex Problem Solving	*Problem Sensitivity*
Monitoring	*Written Comprehension*
Systems Analysis	*Category Flexibility*
Coordination	*Oral Expression*
Equipment Selection	

COMMUNICATIONS SECURITY

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer access to symmetric Crypto Net Key Management Infrastructure (KMI)
E6	NON-CORE	Administer client platforms Key Management Infrastructure (KMI)
E6	NON-CORE	Administer High Assurance Platforms (HAP)
E6	NON-CORE	Audit Key Management Infrastructure (KMI) management data
E4	CORE	Conduct Emergency Action Plans (EAP)
E6	CORE	Develop Emergency Action Plans (EAP)
E6	CORE	Develop system security certification and accreditation documents
E6	NON-CORE	Establish Key Management Infrastructure (KMI) new product requirements
E4	CORE	Handle Communications Security (COMSEC) material
E6	CORE	Implement Emergency Action Plans (EAP)
E6	NON-CORE	Initialize access to asymmetric cryptologic network
E6	NON-CORE	Initialize Key Management Infrastructure (KMI) devices
E4	CORE	Inspect security containers
E4	CORE	Inventory Communications Security (COMSEC) materials
E4	CORE	Load Communications Security (COMSEC) equipment
E4	CORE	Maintain cryptographic equipment

E6	NON-CORE	Maintain Key Management Infrastructure (KMI) databases
E4	CORE	Maintain physical security of Sensitive Compartmented Information (SCI) computer Information Systems (IS)
E5	NON-CORE	Manage Key Management Infrastructure (KMI) tokens
E6	CORE	Monitor Communications Security (COMSEC) platform security
E5	CORE	Perform personalization of type 1 tokens
E4	CORE	Prepare local holder Electronic Key Management System (EKMS) reports
E4	CORE	Receive Communications Security (COMSEC) material
E5	NON-CORE	Register Key Management Infrastructure (KMI) Operating Account (KOA) agents
E5	NON-CORE	Register Key Management Infrastructure (KMI) users
E4	CORE	Report Electronic Key Management System (EKMS) discrepancies
E4	CORE	Safeguard classified material
E4	CORE	Set up cryptographic equipment
E4	CORE	Set up cryptographic networks
E4	CORE	Validate Communications Security (COMSEC) material
E4	CORE	Verify cryptographic equipment settings

CYBERSPACE OPERATIONS

Paygrade	**Task Type**	**Task Statements**
E7	CORE	Approve new information technology security requirements
E7	NON-CORE	Collaborate with organizational managers to support organizational objectives.
E7	CORE	Determine patterns of non-compliance (e.g. risk levels, Information Assurance (IA) program effectiveness, etc.)
E7	CORE	Develop bandwidth management instructions
E7	CORE	Develop critical infrastructure protection policies and procedures
E7	CORE	Develop domain policies
E7	CORE	Develop Information Systems Security (ISS) policies
E7	CORE	Draft enterprise Continuity Of Operations Program (COOP)
E7	NON-CORE	Ensure procedures and guidelines comply with cybersecurity policies
E7	CORE	Establish Enterprise Information Security Architecture (EISA)
E7	CORE	Evaluate security improvement actions
E7	CORE	Forecast ongoing service demands
E7	CORE	Identify Information Technology (IT) security program implications of new technologies or technology upgrades
E6	CORE	Implement alternative information security strategies
E5	CORE	Implement security actions
E7	CORE	Maintain Information Systems Security (ISS) certification and accreditation documentation
E7	CORE	Manage cybersecurity workforce Information Professional (IP) programs
E7	CORE	Manage electronic spillage
E6	CORE	Manage Information Security (INFOSEC) training and awareness programs
E7	CORE	Manage Information Systems Security (ISS) programs

E7	CORE	Manage Information Technology (IT) resources and security personnel
E7	CORE	Manage Information Technology (IT) security priorities
E7	CORE	Manage intranet/Department of Defense Information Network (DODIN) security policies
E7	CORE	Manage threat or target analysis of adversary's cyber activity information and production of threat information
E6	NON-CORE	Provide enterprise Information Assurance (IA) and supply chain risk management
E6	CORE	Report Information Security (INFOSEC) compliance
E7	CORE	Report Information Systems Security (ISS) incidents
E7	CORE	Review Information Systems Security (ISS) requirements
E6	CORE	Review security assumption
E6	CORE	Track audit findings for mitigation actions
E6	CORE	Validate migration/installation computer software
E7	CORE	Validate organizational policies, guidelines, procedures, regulations, and laws
E6	CORE	Validate security improvement actions
E7	CORE	Verify acquisitions, procurements, and outsourcing efforts information security requirements
E6	CORE	Verify Information Security (INFOSEC) data sources

MESSAGE SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Apply minimize condition procedures
E5	CORE	Draft communications spot reports
E5	CORE	Establish Command, Control, Communications, Computers, Combat Systems and Intelligence (C5I) system interconnectivity
E5	CORE	Establish services with communications center
E5	CORE	Establish unit and command certificates
E5	CORE	Implement non-repudiation controls
E4	CORE	Install certificates (e.g. security, system, etc.)
E4	CORE	Monitor message queues
E4	CORE	Monitor message systems
E4	CORE	Prepare message system status reports
E4	CORE	Process messages (e.g. special handling, AMCROSS, SITREPS, etc.)
E4	CORE	Sanitize communication center
E7	CORE	Validate unit and command certificates

NETWORK ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Analyze audit logs
E4	CORE	Construct networks
E5	CORE	Develop computer Information System (IS) Standard Operating Procedures (SOP)

E5	CORE	Manage computer Information System (IS) queues
E4	CORE	Perform workstation start up/shut down procedures
E7	CORE	Plan network restorations
E4	CORE	Respond to customer trouble calls
E5	CORE	Utilize computer Information Systems (IS)

NETWORK MANAGEMENT

Paygrade	**Task Type**	**Task Statements**
E7	CORE	Develop disaster recovery contingency plans
E7	NON-CORE	Evaluate cost-benefit, economic, and risk analysis in decision-making process
E7	NON-CORE	Oversee information security budget, staffing, and contracting
E4	CORE	Troubleshoot network cabling

Job Title **Job Code**

Information Technology Security Technician 001427

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	INFOR TECHNOLOGY SECURITY TEC	IT SCTY TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	IT	NEC 2780, 9613

Job Description

Information Technology Security Technicians monitor and protect network computer systems by detecting and reporting threats of network intrusion and unauthorized access; protect information from and recover information after loss or damage using backups, virus detection, and recovery software procedures; manage and validate network systems security using hardware, software, and established procedures; utilize Information Assurance (IA) and Computer Network Defense (CND) programs; and perform network accreditations and certifications.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
ADP Computers, General	115000	Information Security Analysts	15-1122.00	Computer and Mathematical

Skills	Abilities
Operation and Control	*Deductive Reasoning*
Critical Thinking	*Information Ordering*
Technology Design	*Control Precision*
Management of Material Resources	*Inductive Reasoning*
Writing	*Written Expression*
Monitoring	*Written Comprehension*
Complex Problem Solving	*Problem Sensitivity*
Systems Analysis	*Category Flexibility*
Systems Evaluation	*Oral Expression*
Equipment Maintenance	

COMMUNICATIONS SECURITY

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer client platform securities
E5	NON-CORE	Administer deployed cryptologic tactical systems Key Management Infrastructure (KMI)
E6	NON-CORE	Administer High Assurance Platform (HAP) securities
E6	NON-CORE	Administer High Assurance Platforms (HAP)
E6	NON-CORE	Administer Key Management Infrastructure (KMI) Operating Accounts (KOA)
E6	NON-CORE	Administer Key Management Infrastructure (KMI) user accounts
E6	NON-CORE	Administer token securities
E6	NON-CORE	Audit Key Management Infrastructure (KMI) management data
E6	NON-CORE	Back up Key Management Infrastructure (KMI) accounts
E4	CORE	Conduct Emergency Action Plans (EAP)
E6	CORE	Develop Emergency Action Plans (EAP)
E6	CORE	Develop Information Systems Security (ISS) plans
E6	CORE	Develop local Communications Security (COMSEC) handling instructions
E6	CORE	Develop network security instructions
E4	CORE	Handle Communications Security (COMSEC) material
E4	CORE	Inspect security containers
E4	CORE	Inventory Communications Security (COMSEC) materials
E4	CORE	Load Communications Security (COMSEC) equipment

E4	CORE	Maintain Crypto Ignition Keys (CIK)
E4	CORE	Maintain cryptographic equipment
E6	NON-CORE	Maintain Key Management Infrastructure (KMI) databases
E4	CORE	Maintain physical security of Sensitive Compartmented Information (SCI) computer Information Systems (IS)
E5	NON-CORE	Manage Key Management Infrastructure (KMI) system configuration
E5	NON-CORE	Manage Key Management Infrastructure (KMI) tokens
E6	CORE	Monitor Communications Security (COMSEC) platform security
E5	CORE	Perform personalization of type 1 tokens
E4	CORE	Prepare local holder Electronic Key Management System (EKMS) reports
E4	CORE	Receive Communications Security (COMSEC) material
E5	NON-CORE	Register Key Management Infrastructure (KMI) Operating Account (KOA) agents
E5	NON-CORE	Register Key Management Infrastructure (KMI) users
E4	CORE	Report Electronic Key Management System (EKMS) discrepancies
E4	CORE	Safeguard classified material
E4	CORE	Set up cryptographic equipment
E4	CORE	Set up cryptographic networks
E4	CORE	Validate Communications Security (COMSEC) material
E4	CORE	Verify cryptographic equipment settings

COMMUNICATIONS SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Configure router and switching devices
E4	NON-CORE	Maintain trouble ticket database

CYBERSPACE OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Complete network security assessment checklists
E6	CORE	Configure network firewalls
E5	CORE	Disseminate cyber event information
E5	CORE	Disseminate technical documents, incident reports, findings from computer examinations, summaries, and other situational awareness information to higher headquarters
E7	CORE	Evaluate Information Systems Security (ISS) incidents
E6	CORE	Evaluate Information Systems Security (ISS) programs
E7	CORE	Evaluate security improvement actions
E6	CORE	Evaluate trusted computer security
E5	CORE	Identify Information Systems Security (ISS) violations and vulnerabilities
E5	CORE	Identify security issues (protection, aggregation, inter-connectivity)
E6	CORE	Implement alternative information security strategies
E6	CORE	Implement Information Assurance Vulnerability Alerts (IAVA)
E6	CORE	Implement Information Assurance Vulnerability Bulletins (IAVB)

E6	CORE	Implement Information Systems Security (ISS) policies
E6	CORE	Implement network security applications
E5	CORE	Implement policies and procedures to ensure protection of critical infrastructure
E5	CORE	Implement security actions
E5	CORE	Isolate malicious code
E5	CORE	Maintain security logs
E7	CORE	Manage Information Security (INFOSEC) incident reporting processes
E6	CORE	Manage Information Security (INFOSEC) training and awareness programs
E7	CORE	Manage Information Technology (IT) security priorities
E5	NON-CORE	Post cyber defense techniques and guidance (e.g. Time Compliance Network Orders [TCNO], concept of operations, net analyst reports, etc.) for the organization
E6	NON-CORE	Provide enterprise Information Assurance (IA) and supply chain risk management
E5	CORE	Remove system viruses
E6	CORE	Review security assumption
E6	CORE	Track audit findings for mitigation actions
E4	CORE	Update computer Information System (IS) virus files
E6	CORE	Validate security improvement actions
E6	CORE	Verify Information Security (INFOSEC) data sources

MESSAGE SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Apply minimize condition procedures
E5	CORE	Draft communications spot reports
E5	CORE	Establish Command, Control, Communications, Computers, Combat Systems and Intelligence (C5I) system interconnectivity
E5	CORE	Establish services with communications center
E4	CORE	Install certificates (e.g. security, system, etc.)
E4	CORE	Monitor message systems
E4	CORE	Process messages (e.g. special handling, AMCROSS, SITREPS, etc.)
E4	CORE	Sanitize communication center

NETWORK ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Administer computer Information System (IS) accounts
E5	CORE	Analyze audit logs
E5	CORE	Back up computer Information Systems (IS)
E5	CORE	Configure virus scanners
E5	CORE	Develop computer Information System (IS) Standard Operating Procedures (SOP)
E5	CORE	Implement River City conditions on computer Information Systems (IS)
E5	CORE	Maintain computer Information System (IS) servers
E7	CORE	Manage audit data

E5	CORE	Manage computer Information System (IS) queues
E6	CORE	Manage network system updates
E4	CORE	Monitor audit logs
E5	CORE	Monitor network equipment
E5	CORE	Monitor network systems
E5	CORE	Perform file system maintenance
E5	CORE	Perform File Transfer Protocol (FTP) functions
E5	CORE	Perform start up/shut down procedures
E6	CORE	Perform trend analysis (hardware, software, or network)
E4	CORE	Perform workstation start up/shut down procedures
E4	CORE	Respond to customer trouble calls
E4	CORE	Scan for viruses
E4	CORE	Troubleshoot file and folder access problems
E5	CORE	Troubleshoot server Operating Systems (OS)
E5	CORE	Update network policies
E5	CORE	Utilize administrative tools
E5	CORE	Utilize computer Information Systems (IS)

NETWORK MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Develop disaster recovery contingency plans
E6	CORE	Implement domain policies
E7	NON-CORE	Oversee information security budget, staffing, and contracting
E5	CORE	Restore from backups
E4	CORE	Troubleshoot network cabling
E5	CORE	Verify backups

NETWORK SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Configure virtual environments

Job Title **Job Code**

Information Technology Communication Technician 001432

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	INFOR TECHNOLOGY COMM TECH	IT COMM TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	IT	NEC 2301, 2302, 2363, 2378, 9613, 2379

Job Description

Information Technology Communication Technicians perform core and specialty functions of communications operations and message processing; establish, monitor, and maintain Radio Frequency (RF) communications systems; perform spectrum management within an area of responsibility; process and maintain incoming and outgoing messages; perform maintenance and training; manage, plan, and coordinate unit-level information systems and integration across platforms, fleets, and services; and ensure proper security, handling, accounting, reporting, and control of Communications Security (COMSEC) materials, and equipment.

DoD Relationship

Group Title	*DoD Code*
ADP Computers, General	115000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Telecommunications Equipment Installers and Repairers, Except Line Installers	49-2022.00	Installation, Maintenance, and Repair

Skills	Abilities
Operation and Control	*Deductive Reasoning*
Critical Thinking	*Information Ordering*
Management of Material Resources	*Control Precision*
Writing	*Inductive Reasoning*
Technology Design	*Written Expression*
Complex Problem Solving	*Problem Sensitivity*
Troubleshooting	*Written Comprehension*
Monitoring	*Oral Expression*
Systems Evaluation	*Category Flexibility*
Equipment Selection	*Selective Attention*

COMMUNICATIONS SECURITY

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer client platform securities
E6	NON-CORE	Administer Key Management Infrastructure (KMI) Operating Accounts (KOA)
E6	NON-CORE	Administer Key Management Infrastructure (KMI) user accounts
E6	NON-CORE	Administer token securities
E6	NON-CORE	Assign product requestors
E6	NON-CORE	Audit Key Management Infrastructure (KMI) management data
E6	CORE	Brief communications security roles, responsibilities, obligations, and liabilities
E4	CORE	Conduct Emergency Action Plans (EAP)
E6	NON-CORE	Deregister Key Management Infrastructure (KMI) devices
E4	CORE	Destroy Communication Security (COMSEC) material
E4	NON-CORE	Destroy Key Management Infrastructure (KMI) products
E6	CORE	Develop Emergency Action Plans (EAP)
E6	NON-CORE	Endorse Key Management Infrastructure (KMI) adware device
E6	NON-CORE	Endorse Key Management Infrastructure (KMI) devices
E6	NON-CORE	Establish Key Management Infrastructure (KMI) new product requirements
E6	NON-CORE	Generate Key Management Infrastructure (KMI) cryptologic product requests
E6	NON-CORE	Generate Key Management Infrastructure (KMI) local electronic keys

E6	CORE	Generate local keys
E4	CORE	Handle Communications Security (COMSEC) material
E4	CORE	Identify Communications Security (COMSEC) discrepancies
E6	CORE	Implement Communications Security (COMSEC) changes
E4	CORE	Inspect security containers
E4	CORE	Inventory Communications Security (COMSEC) materials
E6	NON-CORE	Issue Communication Security (COMSEC) material
E6	NON-CORE	Issue Key Management Infrastructure (KMI) materials
E4	CORE	Load Communications Security (COMSEC) equipment
E4	CORE	Maintain Crypto Ignition Keys (CIK)
E4	CORE	Maintain cryptographic equipment
E6	NON-CORE	Maintain Electronic Key Management System (EKMS) databases
E4	CORE	Maintain physical security of Sensitive Compartmented Information (SCI) computer Information Systems (IS)
E6	CORE	Manage Electronic Key Management System (EKMS) training programs
E6	NON-CORE	Manage Key Management Infrastructure (KMI) Device Distribution Profiles (DDP)
E6	NON-CORE	Manage Key Management Infrastructure (KMI) network connectivity
E6	NON-CORE	Manage Key Management Infrastructure (KMI) production
E6	NON-CORE	Manage Key Management Infrastructure (KMI) system reports
E6	CORE	Monitor Communications Security (COMSEC) platform security
E6	NON-CORE	Order Communications Security (COMSEC) products
E5	CORE	Perform personalization of type 1 tokens
E4	CORE	Prepare local holder Electronic Key Management System (EKMS) reports
E4	CORE	Receive Communications Security (COMSEC) material
E6	NON-CORE	Register Electronic Key Management System (EKMS) users
E5	NON-CORE	Register Key Management Infrastructure (KMI) Operating Account (KOA) agents
E5	NON-CORE	Register Key Management Infrastructure (KMI) users
E6	NON-CORE	Register local Electronic Key Management System (EKMS) elements
E6	CORE	Report Communications Security (COMSEC) compliance
E4	CORE	Report Electronic Key Management System (EKMS) discrepancies
E6	CORE	Review Key Management Infrastructure (KMI) databases
E4	CORE	Safeguard classified material
E4	CORE	Set up cryptographic equipment
E4	CORE	Set up cryptographic networks
E6	NON-CORE	Transfer custody of Communications Security (COMSEC) material
E7	NON-CORE	Troubleshoot Key Processors (KP)
E6	NON-CORE	Update Device Distribution Profiles (DDP)
E4	CORE	Validate Communications Security (COMSEC) material
E4	CORE	Verify cryptographic equipment settings

COMMUNICATIONS SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Collect spectrum requirements
E4	CORE	Conduct communications checks
E4	CORE	Conduct Over-The-Air-Transmission (OTAT) operations
E4	NON-CORE	Configure magnetic tape drives
E5	CORE	Configure portable communications systems
E5	CORE	Configure Radio Frequency (RF) systems (e.g. Super High Frequency (SHF), Ultra High Frequency (UHF), Very High Frequency (VHF), Extremely High Frequency (EHF), High Frequency (HF), etc.)
E5	CORE	Configure shipboard data rate allocations
E5	CORE	Configure switching equipment (e.g. Automated Single Audio System (ASAS), TVS, Automated Network Control Center (ANCC), etc.)
E5	CORE	Connect data links
E5	CORE	Coordinate restoral with offsite technicians
E7	CORE	Deconflict electromagnetic interference
E6	CORE	Designate circuit frequency assignments
E7	NON-CORE	Determine Joint restricted frequencies
E5	CORE	Determine system configuration requirements
E6	CORE	Develop Combat System Training Team (CSTT) scenarios
E6	CORE	Develop Communications Plans (COMPLANS)
E7	CORE	Develop communications policies
E7	NON-CORE	Develop Joint communications electronics operation instructions
E7	NON-CORE	Develop spectrum management plans
E7	NON-CORE	Develop spectrum requirements data call messages
E7	NON-CORE	Develop spectrum requirements summaries
E5	CORE	Disconnect data links
E7	NON-CORE	Disseminate spectrum management plans
E5	CORE	Document communication reports (e.g. master station log, COMSPOT, C4I, etc.)
E7	CORE	Evaluate Radio Frequency (RF) communications policies
E5	CORE	Identify electromagnetic interference
E6	CORE	Implement communications plans
E4	NON-CORE	Initialize magnetic tapes drives
E5	CORE	Inspect terminal processors (e.g. Naval Modular Automated Communications System (NAVMACS), Navy Order Wire (NOW), etc.)
E4	CORE	Install electronic Communication Plans (COMPLAN)
E5	CORE	Integrate Intelligence, Surveillance, and Reconnaissance (ISR) services (e.g. Global Broadcasting Systems (GBS), Communications Data Link System (CDLS), etc.)
E4	CORE	Integrate portable communications systems (e.g. iridium, Portable Radio Communications (PRC), etc.)

E5	CORE	Investigate loss of Facilities Control (FACCON)
E6	NON-CORE	Issue frequency assignments
E4	CORE	Load image software
E4	CORE	Load magnetic tape
E4	CORE	Maintain communication publications
E5	CORE	Maintain communications status boards
E4	NON-CORE	Maintain magnetic tape drives
E5	CORE	Maintain Radio Frequency (RF) circuit configuration files
E5	CORE	Maintain static antennas
E4	NON-CORE	Maintain trouble ticket database
E4	CORE	Monitor portable communications systems (e.g. iridium, Portable Radio communications (PRC), etc.)
E4	CORE	Monitor Radio Frequency (RF) systems (e.g. Super High Frequency (SHF), Ultra High Frequency (UHF), Very High Frequency (VHF), Extremely High Frequency (EHF), High frequency (HF))
E4	CORE	Monitor routing and switching devices
E4	CORE	Perform End of Mission Sanitizations (EOMS)
E4	CORE	Perform Information Systems (IS) backups
E6	CORE	Prepare Satellite Access Requests (SAR) /Gateway Access Request (GAR)/After Action Reports (AAR)/End of Service Report (ESR)
E7	NON-CORE	Report electromagnetic interference
E4	CORE	Report high priority voice communications
E6	NON-CORE	Resolve electromagnetic interference
E4	CORE	Restore computer Information Systems (IS)
E5	CORE	Restore loss of Facilities Control (FACCON)
E4	CORE	Set Emission Control (EMCON) conditions
E5	CORE	Set Hazards of Electromagnetic Radiation to Ordnance (HERO)/Hazards of Electromagnetic Radiation to Personnel (HERP) conditions
E5	CORE	Shift message system communication
E5	CORE	Troubleshoot data links
E4	CORE	Troubleshoot portable communications systems
E5	CORE	Troubleshoot Radio Frequency (RF) systems (e.g. Super High Frequency (SHF), Ultra High Frequency (UHF), Very High Frequency (VHF), Extremely High Frequency (EHF), High Frequency (HF), etc.)
E5	CORE	Troubleshoot router and switching devices
E5	CORE	Update spectrum use databases
E4	CORE	Utilize test equipment (e.g. specan, o-scope, firebird, etc.)
E6	CORE	Verify communications security policies
E7	CORE	Verify system certifications

CYBERSPACE OPERATIONS

Paygrade	Task Type	Task Statements
E7	CORE	Develop bandwidth management instructions

MESSAGE SYSTEM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Apply minimize condition procedures
E7	CORE	Complete communication certification checklists
E5	CORE	Configure message processing systems
E4	CORE	Download naval messages via automated systems
E5	CORE	Draft communications spot reports
E5	CORE	Establish Command, Control, Communications, Computers, Combat Systems and Intelligence (C5I) system interconnectivity
E5	CORE	Establish services with communications center
E4	CORE	Install certificates (e.g. security, system, etc.)
E4	CORE	Maintain communications archives
E4	CORE	Maintain general message files
E4	CORE	Maintain local media and technical libraries
E4	CORE	Maintain message logs
E5	CORE	Manage messaging systems
E5	CORE	Manage operational communications messages
E4	CORE	Monitor message queues
E4	CORE	Monitor message systems
E5	CORE	Perform communications shifts
E4	CORE	Prepare message system status reports
E4	CORE	Process messages (e.g. special handling, AMCROSS, SITREPS, etc.)
E5	CORE	Respond to communications spot reports
E4	CORE	Sanitize communication center

NETWORK ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Administer computer Information System (IS) accounts
E5	CORE	Back up computer Information Systems (IS)
E5	CORE	Develop computer Information System (IS) Standard Operating Procedures (SOP)
E6	CORE	Document off-site technical support actions
E5	CORE	Implement River City conditions on computer Information Systems (IS)
E5	CORE	Implement router Access Control Lists (ACL)
E4	CORE	Monitor audit logs
E4	CORE	Perform workstation start up/shut down procedures
E4	CORE	Respond to customer trouble calls

E4	CORE	Troubleshoot external peripherals
E4	CORE	Troubleshoot file and folder access problems
E5	CORE	Utilize computer Information Systems (IS)

NETWORK MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Develop disaster recovery contingency plans
E5	CORE	Restore from backups
E4	CORE	Troubleshoot network cabling
E5	CORE	Verify backups

CHAPTER 67

INFORMATION SYSTEMS TECHNICIAN (IT)

NAVPERS 18068-67H
CH-63

Updated: July 2015

TABLE OF CONTENTS
INFORMATION SYSTEMS TECHNICIAN SUBMARINES (ITS)

SCOPE OF RATING	ITS-3
GENERAL INFORMATION	ITS-4
INFORMATION TECHNOLOGY TECHNICIAN SUBMARINES	ITS-5
INFORMATION ASSURANCE	ITS-5
NETWORK ADMINISTRATION	ITS-6
NETWORK MANAGEMENT	ITS-6
NETWORK OPERATIONS	ITS-7
INFORMATION TECHNOLOGY MANAGER SUBMARINES	ITS-9
INFORMATION ASSURANCE	ITS-9
NETWORK ADMINISTRATION	ITS-10
NETWORK MANAGEMENT	ITS-10
NETWORK OPERATIONS	ITS-10

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

INFORMATION SYSTEMS TECHNICIAN SUBMARINES (ITS)

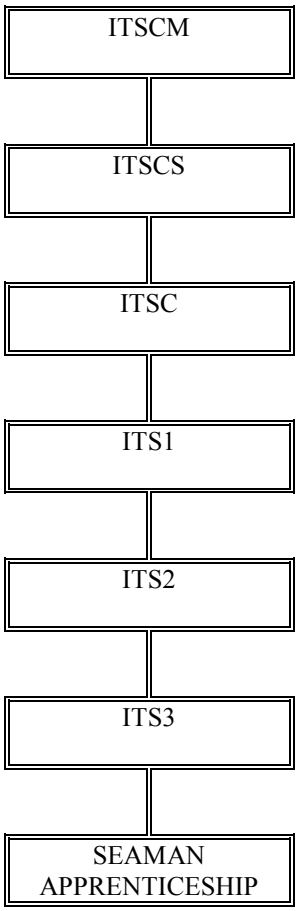
SCOPE OF RATING

Information System Technician Submarines (ITS) perform core and specialty functions of network system administration, maintenance, security, and training; and plan, coordinate, and manage unit-level Information Systems (IS) security and integration across platforms, fleets, and services.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 67.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Information Technology Technician Submarines 002712

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	IT TECHNICIAN SUBMARINES	IT TECH SUBS

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ITS	N/A

Job Description

Information Technology Technicians Submarines perform core and specialty functions of network administration; troubleshoot and assist with the use of computer hardware and software including printers, and software applications; conduct system backups and restores; install applications and peripherals; monitor and protect network computer systems by detecting and reporting threats of network intrusion and unauthorized access; protect information from and recover information after loss or damage using backups, virus detection, and recovery software procedures; utilize Information Assurance (IA) and Computer Network Defense (CND) programs; and perform network accreditations and certifications.

DoD Relationship

Group Title	*DoD Code*
ADP Computers, General	115000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Network and Computer Systems Administrators	15-1071.00	Computer and Mathematical

Skills	Abilities
Operation and Control	*Information Ordering*
Equipment Maintenance	*Written Comprehension*
Systems Analysis	*Deductive Reasoning*
Technology Design	*Problem Sensitivity*
Writing	*Inductive Reasoning*
Repairing	*Written Expression*
Complex Problem Solving	*Control Precision*
Troubleshooting	*Manual Dexterity*
Installation	*Flexibility of Closure*
Reading Comprehension	*Oral Expression*

INFORMATION ASSURANCE

Paygrade	Task Type	Task Statements
E5	CORE	Maintain Information Systems Security (ISS) logs
E5	CORE	Process Information Assurance Vulnerability Bulletins (IAVB), Information Assurance Vulnerability Alerts (IAVA), and Information Assurance Vulnerability Technical (IAVT) advisories
E7	CORE	Report Information Security (INFOSEC) compliance
E4	CORE	Report Information Systems Security (ISS) incidents
E4	CORE	Report Information Systems Security (ISS) violations
E4	CORE	Report Information Systems Security (ISS) vulnerabilities
E5	CORE	Verify client platform hardware and software securities
E6	CORE	Verify trusted computer security status

NETWORK ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Administer computer Information System (IS) user accounts
E4	CORE	Administer domain system accounts
E4	CORE	Analyze network audit logs
E4	CORE	Apply updates to local media and technical libraries
E4	CORE	Back up Information Systems (IS)
E4	CORE	Maintain computer Information System (IS) components
E5	CORE	Maintain computer Information System (IS) servers
E5	CORE	Maintain intranet websites
E4	CORE	Maintain network components
E5	CORE	Maintain network databases
E4	CORE	Maintain network printers
E4	CORE	Maintain Program of Record (POR) applications (e.g. Electronic Shift Operations Management System (ESOMS), Web Advanced Technical Information Support System (WeBATIS), etc.)
E4	CORE	Maintain system hardware
E5	CORE	Maintain Virtual Private Networks (VPN)
E5	CORE	Perform Information System (IS) trend analyses (e.g. hardware, software, network, etc.)
E5	CORE	Perform disk administration
E5	CORE	Perform system file maintenance
E6	CORE	Process Program of Record (POR) system updates
E6	CORE	Update computer configuration documentation
E4	CORE	Update computer Information System (IS) virus files

NETWORK MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Analyze audit logs
E5	CORE	Apply router Access Control Lists (ACL)
E6	CORE	Audit network firewalls
E6	CORE	Configure domain backup schedules
E6	CORE	Document off-site technical support actions
E7	CORE	Formulate system life cycle support plans
E4	CORE	Inventory computer Information System (IS) assets
E4	CORE	Maintain computer Information System (IS) logs
E7	CORE	Maintain network documentation

E5	CORE	Manage Information Systems (IS) file and folder access
E7	CORE	Manage Information Systems (IS) programs (e.g. Submarine Local Area Network (SUBLAN), Host Based Security System (HBSS), Navy Information/Application Product Suite (NI/APS), Naval Tactical Command Support System (NTCSS))
E6	CORE	Manage network databases
E7	CORE	Plan network restorations
E4	CORE	Prepare network status reports
E4	CORE	Update trouble desk knowledge database
E6	CORE	Verify network firewall configurations
E4	CORE	Verify system configuration requirements

NETWORK OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Configure external peripherals
E6	CORE	Configure group policy objects
E4	CORE	Configure Information Systems (IS) application software
E4	CORE	Configure Information Systems (IS) network hardware
E4	CORE	Configure Local Area Network (LAN) architecture
E5	CORE	Configure network auditing logs
E5	CORE	Configure network software
E4	CORE	Configure print services
E5	CORE	Configure server Operating System (OS) software
E5	CORE	Configure virus scanners
E4	CORE	Configure workstation internal core components
E4	CORE	Configure workstation network connectivity
E4	CORE	Configure workstation Operating System (OS) software
E4	CORE	Construct networks
E4	CORE	Create workstation images
E4	CORE	Document customer trouble calls
E5	CORE	Document network outage
E4	CORE	Document server Operating System (OS) errors
E5	CORE	Document server outages
E4	CORE	Install external peripherals
E5	CORE	Install network components
E4	CORE	Install network peripherals
E4	CORE	Install network software
E4	CORE	Install Operating Systems (OS)
E6	CORE	Install Remote Access Servers (RAS)
E4	CORE	Install storage devices (e.g. Redundant Array of Inexpensive Disks (RAID) array, Hard Disk Drives (HDD), etc.)
E4	CORE	Install workstation internal core components
E4	CORE	Load image software

E4	CORE	Perform corrective action for trouble calls
E4	CORE	Perform file transfer protocols (e.g. Trivial File Transfer Protocol (TFTP), Secure Shell Protocol (SSP), etc.)
E4	CORE	Repair client platforms
E4	CORE	Restore computer Information Systems (IS)
E5	CORE	Set up Channel Service Units/Data Service Units (CSU/DSU) for Fiber Distributed Data Interface (FDDI) operations
E4	CORE	Shut down computer Information Systems (IS)
E4	CORE	Start up computer Information Systems (IS)
E4	CORE	Start up network servers
E4	CORE	Troubleshoot client platforms
E5	CORE	Troubleshoot computer Information Systems (IS)
E4	CORE	Troubleshoot external peripherals
E4	CORE	Troubleshoot file and folder access problems
E5	CORE	Troubleshoot intranet websites
E5	CORE	Troubleshoot network components
E6	CORE	Troubleshoot network databases
E4	CORE	Troubleshoot networks
E4	CORE	Troubleshoot Operating Systems (OS)
E5	CORE	Troubleshoot Program of Record (POR) applications (e.g. Electronic Shift Operations Management System (ESOMS), Web Advanced Technical Information Support System (WeBATIS), etc.)
E5	CORE	Troubleshoot server internal core components
E5	CORE	Troubleshoot storage devices (e.g. Redundant Array of Inexpensive Disks (RAID) array, Hard Disk Drives (HDD), etc.)
E5	CORE	Troubleshoot system hardware
E4	CORE	Troubleshoot workstation application software
E4	CORE	Troubleshoot workstation internal core components
E4	CORE	Troubleshoot workstation network connectivity
E5	CORE	Verify delivered Information Systems (IS) functionality
E5	CORE	Verify delivered network components functionality
E5	CORE	Verify delivered system hardware functionality

Job Title **Job Code**

Information Technology Manager Submarines 002713

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Computer and Mathematical	TBD	IT MANAGER SUBMARINES	IT MGR SUBS

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	ITS	N/A

Job Description

Information Technology Managers Submarines plan, coordinate, and manage unit-level Information Systems Security (ISS) and integration across platforms, fleets, and services; approve policies for and direct Information Assurance (IA) programs; manage and implement Information Systems Security (ISS) countermeasures and network security programs; develop and review Information Systems Security (ISS) accreditation packages; design, plan, and prepare for network expansions and upgrades; manage administrative functions and security procedures governing the special security program; and coordinate the allocation of personnel and financial resources, protection of classified information, and the training of Information Technology Technicians Submarines.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
ADP Computers, General	115000	Network and Computer Systems Administrators	15-1142.00	Computer and Mathematical

Skills	Abilities
Operation and Control	*Information Ordering*
Writing	*Deductive Reasoning*
Critical Thinking	*Written Comprehension*
Systems Evaluation	*Problem Sensitivity*
Complex Problem Solving	*Inductive Reasoning*
Coordination	*Written Expression*
Reading Comprehension	*Flexibility of Closure*
Equipment Maintenance	*Category Flexibility*
Quality Control Analysis	*Originality*
Technology Design	*Control Precision*

INFORMATION ASSURANCE

Paygrade	Task Type	Task Statements
E7	CORE	Analyze Information Systems Security (ISS) requirements
E7	CORE	Approve Information Systems Security (ISS) directives (e.g. policies, plans, instructions, Standard Operating Procedures (SOP), etc.)
E7	CORE	Evaluate Information Systems Security (ISS) incidents
E7	CORE	Evaluate Information Systems Security (ISS) violations
E7	CORE	Evaluate Information Systems Security (ISS) vulnerabilities
E7	CORE	Maintain Information Systems Security (ISS) certification and accreditation documentation
E7	CORE	Manage electronic spillage response operations
E7	CORE	Manage Information Security (INFOSEC) incident reporting processes
E7	CORE	Manage Information Security Systems (ISS) programs (e.g. Host Based Security System (HBSS), etc.)
E6	CORE	Monitor Information Systems Security (ISS) software programs
E7	CORE	Report Information Security (INFOSEC) compliance
E6	CORE	Verify Information System (IS) security controls
E6	CORE	Verify trusted computer security status

NETWORK ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Analyze network audit logs
E7	CORE	Approve Information Systems (IS) policies (e.g. Information Security System (ISS), Host Based Security System (HBSS), etc.)
E5	CORE	Maintain Virtual Private Networks (VPN)
E5	CORE	Perform Information System (IS) trend analyses (e.g. hardware, software, network, etc.)
E6	CORE	Prepare system security certification and accreditation documentation packages

NETWORK MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Analyze audit logs
E5	CORE	Apply router Access Control Lists (ACL)
E6	CORE	Audit network firewalls
E7	CORE	Coordinate catastrophic disaster recovery with off-site technicians
E6	CORE	Coordinate network migration and installation requirements with outside organizations
E5	CORE	Design intranet websites
E6	CORE	Document network migration and installation risks
E6	CORE	Document off-site technical support actions
E6	CORE	Draft Information Systems Security (ISS) directives (e.g. policies, plans, instructions, Standard Operating Procedures (SOP), etc.)
E7	CORE	Draft network topology plans
E7	CORE	Formulate system life cycle support plans
E7	CORE	Maintain network documentation
E5	CORE	Manage Information Systems (IS) file and folder access
E7	CORE	Manage Information Systems (IS) programs (e.g. Submarine Local Area Network (SUBLAN), Host Based Security System (HBSS), Navy Information/Application Product Suite (NI/APS), Naval Tactical Command Support System (NTCSS))
E7	CORE	Manage Local Area Network (LAN) architecture configurations
E6	CORE	Manage network databases
E7	CORE	Plan network restorations
E7	CORE	Prepare disaster recovery contingency plans
E6	CORE	Verify network firewall configurations

NETWORK OPERATIONS

Paygrade	Task Type	Task Statements
E6	CORE	Configure group policy objects
E6	CORE	Install Remote Access Servers (RAS)
E6	CORE	Troubleshoot network databases
E5	CORE	Verify delivered Information Systems (IS) functionality
E5	CORE	Verify delivered network components functionality
E5	CORE	Verify delivered system hardware functionality

CHAPTER 68

RELIGIOUS PROGRAM SPECIALIST (RP)

NAVPERS 18068-68C
CH-59

Updated: July 2014

TABLE OF CONTENTS
RELIGIOUS PROGRAM SPECIALIST (RP)

SCOPE OF RATING	RP-3
GENERAL INFORMATION	RP-4
RELIGIOUS PROGRAM SPECIALIST	RP-5
ADMINISTRATION	RP-5
EXPEDITIONARY MINISTRY SUPPORT	RP-6
FINANCE AND ACCOUNTING	RP-6
LIBRARY SERVICES AND OPERATIONS	RP-7
MINISTRY SUPPORT AND ACCOMODATION	RP-7
PASTORAL CARE SUPPORT	RP-8
RELIGIOUS ADVISEMENT	RP-9
RELIGIOUS PROGRAM MANAGER	RP-10
ADMINISTRATION	RP-10
EXPEDITIONARY MINISTRY SUPPORT	RP-11
FINANCE AND ACCOUNTING	RP-12
LIBRARY SERVICES AND OPERATIONS	RP-12
MINISTRY SUPPORT AND ACCOMMODATION	RP-12
PASTORAL CARE SUPPORT	RP-13
RELIGIOUS ADVISEMENT	RP-13

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

RELIGIOUS PROGRAM SPECIALIST (RP)

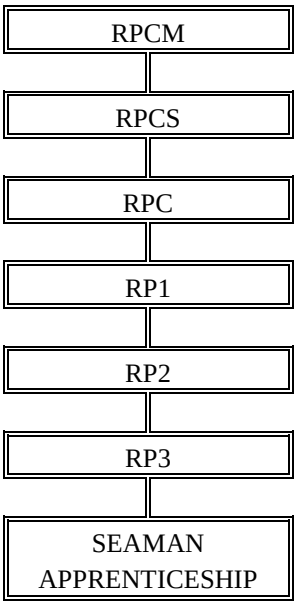
SCOPE OF RATING

Religious Program Specialists (RP) perform as Religious Ministry Professionals in support of the Professional Naval Chaplaincy (PNC); provide Religious Ministry (RM) for Navy and Marine Corps personnel and their families of all faith groups; facilitate the free exercise of religion for all Sea Service personnel; support delivery of care as part of a Religious Ministry Team (RMT); and advise leadership on morale, ethical decision-making issues, and cross cultural awareness.

These Occupational Standards are to be incorporated as Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 68.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Religious Program Specialist 001710

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	RELIGIOUS PROGRAM SPECIALIST	RP SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	RP	Not applicable, based upon the NEC assigned to the job (if any): 2401

Job Description

Religious Program Specialists support religious ministry in the Navy as primary enlisted assistants to chaplains, and as part of the Religious Ministry Team (RMT), support the Command Religious Program (CRP) in the care, accommodation, provision, and facilitation of diverse religious ministry requirements of all Service members, and their families, and other authorized personnel; support RMTs on advising leadership on matters of morale, moral and ethical decision-making, cross-cultural awareness, conflict resolution, and quality of life issues; and provide force protection expertise for RMTs in expeditionary and combat environments.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Chaplain's Assistants	156100	First-Line Supervisors/Managers of Office and Administrative Support Workers	43-1011.00	Office and Administrative Support

Skills	Abilities
Management of Material Resources	*Deductive Reasoning*
Critical Thinking	*Information Ordering*
Coordination	*Category Flexibility*
Writing	*Inductive Reasoning*
Quality Control Analysis	*Written Expression*
Service Orientation	*Time Sharing*
Social Perceptiveness	*Mathematical Reasoning*
Time Management	*Number Facility*
Management of Financial Resources	*Fluency of Ideas*
Mathematics	*Problem Sensitivity*

ADMINISTRATION

Paygrade	Task	Task Statements
E4	CORE	Compile Command Religious Program (CRP) mailing lists
E5	CORE	Compile Command Religious Program (CRP) statistical data
E4	CORE	Design Command Religious Program (CRP) communications tools (bulletin boards, websites, etc.)
E5	CORE	Design Command Religious Program (CRP) audio-visual multi-media presentations
E4	CORE	Design Command Religious Program (CRP) literature and informational materials (publicity brochures, worship bulletins, pamphlets, etc.)
E5	NON-CORE	Design Command Religious Program (CRP) websites
E4	NON-CORE	Dispose of non-serviceable Command Religious Program (CRP) gear
E4	CORE	Inventory Command Religious Program (CRP) reference materials
E4	CORE	Maintain Command Religious Program (CRP) files
E5	NON-CORE	Maintain Command Religious Program (CRP) tickler systems
E5	CORE	Maintain Command Religious Program (CRP) websites
E6	CORE	Prepare Command Religious Program (CRP) contracts

E4	CORE	Prepare Command Religious Program (CRP) correspondence and forms (naval messages, letters, etc.)
E4	CORE	Prepare Command Religious Program (CRP) reports (Navy Chaplaincy Ministry Support Tool (NCMST))
E4	CORE	Prepare Command Religious Program (CRP) rosters and schedules
E4	CORE	Prepare Command Religious Program (CRP) sacramental documents
E4	CORE	Process Command Religious Program (CRP) naval messages
E5	CORE	Proofread Command Religious Program (CRP) worship bulletins
E5	NON-CORE	Validate Command Religious Program (CRP) mailing lists
E5	CORE	Verify Command Religious Program (CRP) literature and informational materials (publicity brochures, worship bulletins, pamphlets, etc.)
E5	CORE	Verify Command Religious Program (CRP) sacramental documents dissemination

EXPEDITIONARY MINISTRY SUPPORT

Paygrade	Task	Task Statements
E5	CORE	Assess Religious Ministry Team (RMT) combat expeditionary readiness
E4	CORE	Develop Religious Ministry Team (RMT) load plans
E4	CORE	Document Religious Ministry Team (RMT) force protection requirements
E6	CORE	Evaluate Religious Ministry Team (RMT) combat expeditionary readiness (certifications, training completions, manning, etc.)
E4	CORE	Maintain chaplain kits
E4	CORE	Manage field worship services
E4	NON-CORE	Operate tactical vehicles
E4	NON-CORE	Perform land navigation techniques
E4	CORE	Provide evacuee, expellee, migrant, refugee, and displaced persons Religious Ministry Support (RMS)
E4	CORE	Provide Religious Ministry (RM) stability operations support
E4	CORE	Provide Religious Ministry Support (RMS) in combat environments
E6	CORE	Provide Religious Ministry Support (RMS) to detainees
E4	NON-CORE	Provide Religious Ministry Team (RMT) expeditionary force protection
E6	CORE	Verify Religious Ministry Team (RMT) readiness training requirements

FINANCE AND ACCOUNTING

Paygrade	Task	Task Statements
E5	CORE	Calculate Religious Offering Fund (ROF) sub-account percentages
E6	CORE	Certify Religious Offering Fund (ROF) receipts
E4	CORE	Correct Religious Offering Fund (ROF) audit discrepancies
E4	CORE	Deposit Religious Offering Fund (ROF) monies
E4	CORE	Disburse Religious Offering Fund (ROF) sub-account fair share monies
E4	CORE	Establish Religious Offering Fund (ROF) bank accounts
E5	CORE	Evaluate Religious Offering Fund (ROF) audit discrepancies
E4	CORE	Prepare Religious Offering Fund (ROF) financial statements and documents (faith group disbursement requests, net worth and consolidated operations statements, etc.)
E4	CORE	Reconcile Religious Offering Fund (ROF) bank statements

E5	CORE	Record Command Religious (CRP) appropriated funds financial transactions
E4	CORE	Record Religious Offering Fund (ROF) financial transactions
E4	CORE	Safeguard Religious Offering Fund (ROF) bank account materials
E4	CORE	Safeguard Religious Offering Fund (ROF) monies
E5	CORE	Verify Religious Offering Fund (ROF) financial statements and documents (accounting ledgers, designated offering request letters, etc.)

LIBRARY SERVICES AND OPERATIONS

Paygrade	Task	Task Statements
E4	CORE	Design shipboard library materials (displays, publicity brochures, etc.)
E4	NON-CORE	Determine Dewey decimal system classifications
E4	CORE	Dispose of library materials (magazines, books, etc.)
E4	CORE	Inventory Learning Media Resource Center (LMRC) shipboard materials and equipment
E4	CORE	Maintain shipboard Learning Media Resource Center (LMRC) usage schedules
E4	CORE	Manage shipboard library (ordering materials, scheduling hours, classifying books, etc.)
E5	CORE	Order shipboard Learning Media Resource Center (LMRC) materials
E5	CORE	Prepare shipboard Learning Media Resource Center (LMRC) materials
E5	CORE	Prepare shipboard library directives
E4	CORE	Prepare shipboard library material requisitions (books, periodicals, etc.)
E4	CORE	Prepare shipboard library materials for circulation
E5	CORE	Prepare shipboard library volunteer work schedules
E5	CORE	Provide shipboard library volunteer instructional training
E4	CORE	Schedule Learning Media Resource Center (LMRC) shipboard equipment maintenance
E5	CORE	Update shipboard library directives

MINISTRY SUPPORT AND ACCOMMODATION

Paygrade	Task	Task Statements
E5	CORE	Authenticate local civilian religious resources
E4	NON-CORE	Calibrate multi-media equipment
E4	CORE	Compile local civilian religious resource lists
E5	CORE	Conduct lay leader instructional classes
E5	CORE	Coordinate Command Religious Program (CRP) volunteer and outreach programs
E5	CORE	Coordinate humanitarian assistance supply distributions
E4	CORE	Coordinate humanitarian message deliveries (American Red Cross (AMCROSS), Navy-Marine Corps Relief Society (NMCRS), health comfort, etc.)
E4	CORE	Coordinate Religious Education (RE) programs (support, enrollment, etc.)
E4	CORE	Coordinate Religious Ministry (RM) multi-media support
E5	NON-CORE	Determine Command Religious Program (CRP) operational requirements
E4	CORE	Direct wedding ceremony rehearsals
E6	NON-CORE	Evaluate Command Religious Program (CRP) outreach programs
E4	NON-CORE	Initialize multi-media equipment
E5	CORE	Inspect Command Religious Program (CRP) ecclesiastical inventories (vestments, altars, menorahs, etc.)

E5	CORE	Inspect Command Religious Program (CRP) inventories
E4	CORE	Inventory Command Religious Program (CRP) controlled equipment (chapel furniture, grand pianos, pipe organs, etc.)
E4	CORE	Maintain chapel facilities
E4	CORE	Maintain Command Religious Program (CRP) ecclesiastical gear (vestments, furniture, altar equipment, etc.)
E4	CORE	Maintain Command Religious Program (CRP) supply inventories (consumables, non-consumables, etc.)
E4	NON-CORE	Maintain religious education resource libraries
E4	CORE	Make service member/family resource agency referrals (American Red Cross (AMCROSS), Navy-Marine Corps Relief Society (NMCRS), health comfort, etc.)
E5	CORE	Manage Religious Ministry (RM) multi-media support equipment inventories
E5	CORE	Manage Religious Ministry Teams (RMT) resource sharing
E4	CORE	Manage wedding ceremonies, baptisms, funerals, and memorial services
E4	CORE	Manage worship programs
E4	CORE	Order religious and spiritual literature
E5	CORE	Prepare Command Religious Program (CRP) facilities schedules
E4	NON-CORE	Present subject matter using audio-visual multi-media equipment
E5	CORE	Procure Command Religious Program (CRP) consumables (wine, hosts, office supplies, linens, etc.)
E5	CORE	Procure Command Religious Program (CRP) non-consumables (equipment, vestments, furniture, etc.)
E5	CORE	Procure Religious Education (RE) materials
E5	CORE	Provide lay leader resources
E4	CORE	Provide service member and family readiness programs assistance (information, appointment scheduling, etc.)
E4	NON-CORE	Publish holy days and worship requirements of major world religions
E4	NON-CORE	Record ministrations data on wounded and deceased personnel
E4	CORE	Recruit Command Religious Program (CRP) volunteers
E5	CORE	Resolve Command Religious Program (CRP) equipment discrepancies
E5	NON-CORE	Review Religious Education (RE) materials for education suitability
E4	CORE	Schedule Command Religious Program (CRP) controlled equipment maintenance (e.g., grand pianos, pipe organs, etc.)
E4	CORE	Schedule pastoral visits (brig, hospital, daily binnacle, etc.)
E4	NON-CORE	Set-up multi-media equipment
E4	CORE	Verify Command Religious Program (CRP) inventory lists (equipment, consumables, non-consumables, etc.)

PASTORAL CARE SUPPORT

Paygrade	**Task**	**Task Statements**
E4	CORE	Conduct spiritual screenings on wounded, injured, or ill service members
E5	NON-CORE	Identify indicators in patients' room of family member and friend support or non-support
E4	NON-CORE	Interface with patient healthcare providers
E5	NON-CORE	Observe patient affects to identify indicators of progress or relapse
E4	CORE	Make service member/family confidential matter referrals to the chaplain

E4	NON-CORE	Provide healthcare team peer reviews
E4	CORE	Provide spiritual triage support in crisis situations
E5	NON-CORE	Record patient visits (patient charts, Armed Forces Health Longitudinal Technology Application (AHLTA))
E4	CORE	Screen personnel requiring routine assistance
E4	NON-CORE	Update chaplains on patient interactions

RELIGIOUS ADVISEMENT

Paygrade	Task	Task Statements
E5	CORE	Advise chaplains on religious climate
E6	CORE	Advise chaplains on service member and family Quality of Life (QOL) issues
E5	CORE	Advise command chaplains on morale and spiritual well-being
E5	CORE	Advise personnel on religious observances requirements
E4	CORE	Safeguard service member/family written and verbal confidential communications
E4	CORE	Provide faith dietary requirements information

Job Title **Job Code**

Religious Program Manager 001715

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Community and Social Services	TBD	RELIGIOUS PROGRAM MANAGER	RP MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	RP	Not applicable, based upon the NEC assigned to the job (if any): 2401

Job Description

Religious Program Managers administer the Professional Naval Chaplaincy (PNC) community by regulating Religious Program Specialist (RP) roles and activities, and managing the Command Religious Program (CRP); support the provision of religious ministry; facilitate the free exercise of religion for all Service members, their families, and other authorized personnel; support the delivery of care as part of the Religious Ministry Team (RMT); advise leadership on matters of morale, moral and ethical decision-making, cross-cultural awareness, conflict resolution, and quality of life issues; ensure readiness of RPs; coordinate provision of force protection; and provide force protection expertise for RMTs in expeditionary and combat environments.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Chaplain's Assistants	156100	Directors, Religious Activities and Education	21-2021.00	Community and Social Services

Skills	Abilities
Critical Thinking	*Inductive Reasoning*
Coordination	*Deductive Reasoning*
Writing	*Fluency of Ideas*
Management of Material Resources	*Category Flexibility*
Service Orientation	*Written Expression*
Quality Control Analysis	*Information Ordering*
Management of Personnel Resources	*Written Comprehension*
Mathematics	*Number Facility*
Speaking	*Oral Expression*
Management of Financial Resources	*Mathematical Reasoning*

ADMINISTRATION

Paygrade	Task	Task Statements
E6	CORE	Conduct command-wide Religious Ministry (RM) program evaluations
E6	NON-CORE	Determine Command Religious Program (CRP) publicity requirements
E7	CORE	Draft Command Religious Program (CRP) crisis response plans
E7	CORE	Establish Command Religious Program (CRP) inventory control systems
E7	CORE	Evaluate Command Religious Program (CRP) crisis response plans
E6	NON-CORE	Evaluate Command Religious Program (CRP) information technology requirements
E6	CORE	Manage Command Religious Program (CRP) meetings and conferences coordination
E7	CORE	Prepare regional Religious Ministry (RM) business plans
E7	CORE	Prepare regional Religious Ministry (RM) training plans
E6	CORE	Proofread Command Religious Program (CRP) multi-media presentations
E6	NON-CORE	Review Command Religious Program (CRP) forms
E6	NON-CORE	Review Command Religious Program (CRP) tickler system
E7	CORE	Update Command Religious Program (CRP) crisis response plans
E6	CORE	Update Command Religious Program (CRP) statements of work

E7	CORE	Update Command Religious Program (CRP) training materials
E6	CORE	Update Position Descriptions (PD) for civilian Command Religious Program (CRP) staff
E7	CORE	Validate Command Religious Program (CRP) administrative requirements
E7	CORE	Verify Command Religious Program (CRP) contracts
E6	CORE	Verify Command Religious Program (CRP) correspondence and forms (naval messages, letters, etc.)
E6	CORE	Verify Command Religious Program (CRP) publicity materials
E7	CORE	Verify Command Religious Program (CRP) publicity requirements
E6	CORE	Verify Command Religious Program (CRP) reports (Navy Chaplaincy Ministry Support Tool (NCMST))
E4	CORE	Verify Command Religious Program (CRP) rosters and schedules
E6	CORE	Verify contract invoice payments

EXPEDITIONARY MINISTRY SUPPORT

Paygrade	**Task**	**Task Statements**
E7	CORE	Certify Religious Ministry Team (RMT) fleet response readiness
E6	CORE	Conduct Religious Management Training (RMT) deployment readiness inspections
E7	CORE	Coordinate Religious Ministry Team (RMT) reserve mobilizations with the Reserve Liaison Officer
E7	NON-CORE	Engage host nations' religious leaders to promote cooperation, understanding, and support
E7	CORE	Establish Religious Ministry Team (RMT) liaisons in areas of operations
E7	CORE	Evaluate evacuee, expellee, migrant, refugee, and displaced persons Religious Ministry Support (RMS)
E7	CORE	Evaluate Religious Ministry Team (RMT) operational readiness
E6	CORE	Manage Outside the Continental United States (OCONUS) Religious Ministry (RM) support
E7	CORE	Prepare component chaplaincy coordination plans (joint training, joint Religious Ministry Support (RMS), etc.)
E7	CORE	Prepare host nation chaplaincy coordination plans (joint training, religious Ministry support, cooperative solutions, etc.)
E6	CORE	Prepare Operational Plan (OPLAN) Religious Ministry (RM) annex outlines
E6	CORE	Prepare Table of Equipment (T/E) change requests
E6	CORE	Prepare Table of Organization (T/O) change requests
E5	CORE	Prepare warning orders
E7	CORE	Provide in-theater Religious Ministry (RM) engagement planning and execution support
E7	NON-CORE	Reconcile Navy Activity Manning Document (AMD) discrepancies
E7	CORE	Reconcile Table of Organization (T/O) with Navy Activity Manning Documents (AMD)
E6	CORE	Schedule Inside the Continental United States (INCONUS) field and garrison worship area assignments
E7	CORE	Supervise humanitarian assistance coordination with Non-Governmental Organizations (NGO), private volunteer organizations, and faith-based organizations

E7	CORE	Verify Command Religious Program (CRP) supply support requirements for deployed units
E6	CORE	Verify Table of Equipment (T/E) Religious Ministry (RM) assets
E6	CORE	Verify Table of Organization (T/O) Religious Ministry (RM) assets

FINANCE AND ACCOUNTING

Paygrade	Task	Task Statements
E6	CORE	Audit Religious Offering Fund (ROF) procedures
E6	CORE	Conduct internal Religious Offering Fund (ROF) audits
E6	CORE	Conduct Religious Offering Fund (ROF) vulnerability assessments
E7	CORE	Evaluate Command Religious Program (CRP) budgets
E6	CORE	Manage Command Religious Program (CRP) budgets
E7	CORE	Prepare Command Religious Program (CRP) budget requirements proposals
E6	CORE	Prepare Command Religious Program (CRP) budget spending plans
E6	CORE	Update Command Religious Program (CRP) budgets
E7	CORE	Verify Command Religious Program (CRP) financial documents (budget bookkeeping, budget spending, etc.)

LIBRARY SERVICES AND OPERATIONS

Paygrade	Task	Task Statements
E7	CORE	Design shipboard library spaces
E6	NON-CORE	Determine shipboard library requirements (space, policy for checking-out books, usage, etc.)
E6	CORE	Manage shipboard Learning Media Resource Centers (LMRC)
E6	CORE	Verify shipboard library directives

MINISTRY SUPPORT AND ACCOMMODATION

Paygrade	Task	Task Statements
E5	NON-CORE	Advise on worship services efficiencies
E6	CORE	Analyze Command Religious Program (CRP) religious needs assessments data (outreach, worship needs, etc.)
E5	CORE	Conduct Command Religious Program (CRP) crisis response training
E6	CORE	Conduct Religious Education (RE) volunteer classes (Theory of Religious Education (RE), instructional theory, etc.)
E6	CORE	Conduct religious needs assessments
E6	CORE	Coordinate command burials at sea
E6	CORE	Coordinate lay leader programs
E6	NON-CORE	Coordinate local communities faith-based organizations for outreach opportunities
E6	NON-CORE	Develop Religious Education (RE) curricula (teaching techniques, classroom discipline, staff relationships, etc.)
E6	CORE	Develop Religious Ministry Support (RMS) plans to ensure faith group coverage for free exercise of religion
E6	CORE	Evaluate Command Religious Program (CRP) training
E6	CORE	Evaluate religious accommodation support (dietary requirements, supplies, spaces, etc.)
E6	NON-CORE	Evaluate Religious Education (RE) curricula

E6	CORE	Manage command burials at sea
E6	CORE	Manage Religious Education (RE) programs
E6	CORE	Manage Religious Ministries (RM) facilities operations
E6	CORE	Screen lay leader applications
E6	CORE	Verify fulfillment of ceremonial requirements (weddings, baptisms, funerals, memorial services, etc.)

PASTORAL CARE SUPPORT

Paygrade	Task	Task Statements
E7	CORE	Conduct stress control training (Combat Operational Stress Control (COSC), Operational Stress Control and Readiness (OSCAR), and Operational Stress Control and Readiness (OSCAR) Extender)
E6	CORE	Coordinate pastoral support (Operational Stress Control (OSC), Sexual Assault Victims Intervention (SAVI), recovery programs, etc.)
E6	CORE	Coordinate support for spiritual acts and special religious needs
E6	CORE	Coordinate with local civilian clergy and religious leaders
E6	CORE	Manage Religious Ministry (RM) component of the command's Combat Stress Programs (CSP) (psychological first aid, informational referrals, etc.)
E6	CORE	Manage Religious Ministry (RM) support programs for wounded, ill, and injured service members
E6	CORE	Prepare Command Religious Program (CRP) training
E7	CORE	Provide peer counseling (stress management, anger management, etc.)

RELIGIOUS ADVISEMENT

Paygrade	Task	Task Statements
E6	CORE	Advise command chaplains on world religions
E6	CORE	Advise command leadership on free exercise and religious accommodation issues
E6	CORE	Conduct Command Religious Program (CRP) briefs
E7	CORE	Coordinate Religious Ministry (RM) theater engagement planning
E6	CORE	Document evacuee, expellee, migrant, refugee, and displaced persons Religious Ministry Support (RMS) requirements
E7	NON-CORE	Interview Religious Program Specialist (RP) applicants
E6	CORE	Prepare Command Religious Program (CRP) briefings
E6	NON-CORE	Provide ethics, standards of exemplary conduct, and moral decision-making training
E7	CORE	Provide input on chapel facility designs and renovations
E7	CORE	Write religious communications campaigns
E7	CORE	Write Religious Ministry (RM) annexes to Operational Plans (OPLAN)

CHAPTER 69

SHIP'S SERVICEMAN
(SH)

NAVPERS 18068-69D
CH-54

Updated: April 2013

TABLE OF CONTENTS
SHIP'S SERVICEMAN (SH)

SCOPE OF RATING	SH-3
GENERAL INFORMATION	SH-4
RETAIL OPERATOR	SH-5
MANAGEMENT AND SUPERVISION	SH-5
RETAIL OPERATIONS	SH-6
SERVICES	SH-7
LAUNDRY OPERATOR	SH-8
MANAGEMENT AND SUPERVISION	SH-8
SERVICES	SH-8
BARBER	SH-10
MANAGEMENT AND SUPERVISION	SH-10
SERVICES	SH-10

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

SHIP'S SERVICEMAN (SH)

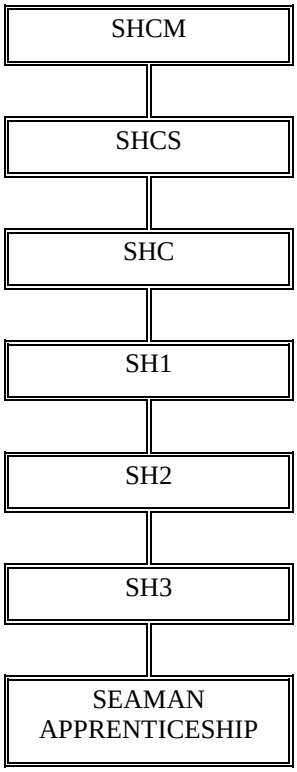
SCOPE OF RATING

Ship's Servicemen (SH) provide direct personal services by operating and managing retail and service activities to include: ship stores, vending and Electronic Point of Sale (EPOS) machines, shipboard barbershop, and laundry operations. Managers perform administrative and automated stock control functions for all activities operated.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 69.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

NEBC Job Title

Retail Operator

NEBC Job Code

001727

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Sales and Related	TBD	RETAIL OPERATOR	RETAIL OP

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	SH	3131

Job Description

Retail Operators operate all shipboard retail activities; operate and maintain vending and Electronic Point of Sale (EPOS) machines; operate ship stores afloat; receive, check, store, and inventory merchandise and materials; track items entering or leaving the storeroom and report damaged or spoiled goods; use hand-held scanners to track inventories; maintain material condition of storerooms; process orders, receipts, inventory adjustments, etc; use financial and inventory software applications; develop marketing strategies for ship stores; oversee sales and service operations; ensure cleanliness is maintained in all ships store spaces; and provide quality customer service.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sales Store	182300	First-Line Supervisors of Retail Sales Workers	41-1011.00	Sales and Related

Skills	Abilities
Management of Material Resources	*Finger Dexterity*
Management of Financial Resources	*Information Ordering*
Judgment and Decision Making	*Mathematical Reasoning*
Operation and Control	*Deductive Reasoning*
Mathematics	*Written Comprehension*
Critical Thinking	*Number Facility*
Service Orientation	*Problem Sensitivity*
Complex Problem Solving	*Inductive Reasoning*
Monitoring	*Memorization*
Reading Comprehension	*Control Precision*

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E6	CORE	Analyze customer survey data
E6	CORE	Analyze outgoing financial report data
E6	CORE	Analyze Retail Operation Management (ROM) data
E7	CORE	Analyze stock sales for trends
E5	CORE	Assemble ship store files
E7	CORE	Assign computer access levels and rights
E6	CORE	Audit receipt and expenditure documents
E6	CORE	Audit ship store records and returns
E6	CORE	Conduct daily system backups
E7	CORE	Determine markdown prices
E6	CORE	Determine retail and sale profit margins
E6	CORE	Develop operational budgets
E6	CORE	Establish security procedures for retail and service activity spaces, merchandise, and funds
E4	CORE	Inspect product quality
E5	CORE	Make future stock recommendations
E6	CORE	Manage stock items
E6	CORE	Monitor customer service
E5	CORE	Organize ship store files
E6	CORE	Perform end of month close-outs

E5	CORE	Plan logistical support for ship store merchandise as well as laundry and barber supplies
E6	CORE	Prepare Public Vouchers for Purchases and Services Other Than Personal (SF 1034) forms
E5	CORE	Prepare Requisition and Invoice/Shipping (DD FORM 1149) documents
E5	CORE	Prepare Requisition System Documents (DD FORM 1348) documents
E5	CORE	Process Navy Cash trouble call worksheets
E6	CORE	Reconcile unmatched expenditure listings
E6	CORE	Resolve customer complaints
E6	CORE	Review locally-generated logs
E4	CORE	Stow merchandise and supplies
E6	CORE	Validate Navy Cash and Retail Operations Management (ROM) cash reports
E5	CORE	Verify and update Universal Product Codes (UPC)

RETAIL OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Arrange visual merchandise displays
E5	CORE	Assign and reconcile tills
E4	CORE	Change Navy Cash system Card Access Devices (CAD)
E6	CORE	Change retail operations system passwords
E5	CORE	Conduct bulk storeroom validity checks
E4	CORE	Conduct Electronic Point of Sale (EPOS) operations
E5	CORE	Conduct merchandise inventories
E4	CORE	Conduct price validity checks
E5	CORE	Conduct special sales
E4	CORE	Display prices on items
E4	CORE	Enter data using Portable Data Terminals (PDT) (e.g., inventory, breakout, receipts)
E6	CORE	Issue Navy Cash refunds
E5	CORE	Issue stock items
E4	CORE	Maintain Navy Cash equipment
E6	CORE	Monitor the verification and updates of Universal Product Codes (UPC)
E4	CORE	Organize merchandise items
E4	CORE	Perform Electronic Point of Sale (EPOS) end of day procedures
E6	CORE	Prepare assumed liabilities estimates and projections (e.g., surveys, markdowns)
E4	CORE	Prepare breakout requirements
E5	CORE	Prepare Orders for Supplies or Services (DD FORM 1155) documents
E4	CORE	Prepare surveys for loss or damaged merchandise
E5	CORE	Process Navy E-Commerce (NECO) system procurement orders
E5	CORE	Process returned merchandise
E5	CORE	Process store expenditures
E5	CORE	Process store receipts
E4	CORE	Receive retail merchandise
E4	CORE	Receive storeroom stock
E5	CORE	Reconcile funds received
E4	CORE	Replenish ship store merchandise
E4	CORE	Replenish vending machines

E6	CORE	Resolve Navy Cash equipment failures
E6	CORE	Retain daily Navy Cash transaction reports
E4	CORE	Rotate store stock
E4	CORE	Rotate storeroom stock
E4	CORE	Secure Group III spaces and merchandise
E4	CORE	Survey crew to identify desired merchandise
E4	CORE	Transport material to storerooms and activities
E6	CORE	Troubleshoot Retail Operations Management (ROM) system failures
E5	CORE	Update Retail Operations Management (ROM) system with Navy E-Commerce (NECO) information

SERVICES

Paygrade	**Task Type**	**Task Statements**
E4	CORE	Clean and sanitize spaces

NEBC Job Title

Laundry Operator

NEBC Job Code

001732

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	TBD	LAUNDRY OPERATOR	LAUDR OP

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	SH	Not applicable

Job Description

Laundry Operators receive, process, and return shipboard laundry; operate and tend washing machines to clean shipboard linen and uniform articles; maintain sanitation requirements; and provide quality customer service.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sales Store	182300	Laundry and Dry-Cleaning	51-6011.00	Production

Skills	Abilities
Management of Material Resources	*Information Ordering*
Judgment and Decision Making	*Problem Sensitivity*
Complex Problem Solving	*Deductive Reasoning*
Service Orientation	*Inductive Reasoning*
Equipment Selection	*Written Comprehension*
Monitoring	*Mathematical Reasoning*
Quality Control Analysis	*Category Flexibility*
Active Listening	*Control Precision*
Critical Thinking	*Finger Dexterity*
Installation	*Manual Dexterity*

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E6	CORE	Analyze customer survey data
E6	CORE	Develop operational budgets
E6	CORE	Establish security procedures for retail and service activity spaces, merchandise, and funds
E4	CORE	Inspect product quality
E6	CORE	Monitor customer service
E6	CORE	Perform end of month close-outs
E5	CORE	Plan logistical support for ship store merchandise as well as laundry and barber supplies
E5	CORE	Prepare laundry schedules
E6	CORE	Resolve customer complaints
E6	CORE	Review locally-generated logs
E4	CORE	Stow merchandise and supplies

SERVICES

Paygrade	Task Type	Task Statements
E4	CORE	Clean and sanitize spaces
E4	CORE	Clean primary and secondary lint traps
E4	CORE	Document receipt of laundry
E5	CORE	Investigate lost or damaged laundry
E4	CORE	Issue processed laundry items
E4	CORE	Maintain laundry logs
E4	CORE	Organize laundry items
E5	CORE	Prepare requirements for laundry/ barber supplies

E4	CORE	Process customer laundry
E4	CORE	Receive laundry supplies
E4	CORE	Replace laundry press pads and covers
E4	CORE	Secure Group IV spaces

NEBC Job Title

Barber

NEBC Job Code

001737

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Personal Care and Service	TBD	BARBER	BARBER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	SH	3122

Job Description

Barbers provide military regulation haircuts; maintain sanitation requirements; and provide quality customer service.

DoD Relationship

Group Title	*DoD Code*
Laundry and Personal Service, General	184000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Barbers	39-5011.00	Personal Care and Service

Skills

Judgment and Decision Making
Service Orientation
Equipment Selection
Management of Material Resources
Quality Control Analysis
Complex Problem Solving
Active Listening
Equipment Maintenance
Monitoring
Reading Comprehension

Abilities

Inductive Reasoning
Manual Dexterity
Information Ordering
Problem Sensitivity
Deductive Reasoning
Finger Dexterity
Visualization
Written Comprehension
Oral Comprehension
Arm-Hand Steadiness

MANAGEMENT AND SUPERVISION

Paygrade	Task Type	Task Statements
E6	CORE	Analyze customer survey data
E6	CORE	Develop operational budgets
E6	CORE	Establish security procedures for retail and service activity spaces, merchandise, and funds
E4	CORE	Inspect product quality
E6	CORE	Monitor customer service
E6	CORE	Perform end of month close-outs
E5	CORE	Plan logistical support for ship store merchandise as well as laundry and barber supplies
E6	CORE	Resolve customer complaints
E6	CORE	Review locally-generated logs
E4	CORE	Stow merchandise and supplies

SERVICES

Paygrade	Task Type	Task Statements
E4	CORE	Clean and sanitize spaces
E4	NON-CORE	Clean barber stations
E4	NON-CORE	Maintain appointment lists
E4	NON-CORE	Maintain barber equipment
E4	NON-CORE	Maintain haircut logs
E5	CORE	Prepare requirements for laundry/ barber supplies
E4	NON-CORE	Provide barber services
E4	NON-CORE	Sanitize barber equipment
E4	CORE	Secure Group IV spaces

CHAPTER 72

SEAMAN
(SN)

NAVPERS 18068-72F
CH-52

Updated: October 2012

TABLE OF CONTENTS
SEAMAN (SN)

SCOPE OF RATING	SN-3
GENERAL INFORMATION	SN-4
SEAMAN	SN-5
BOAT SEAMANSHIP	SN-5
CARE OF SHIPS	SN-6
DECK SEAMANSHIP	SN-6
MARLINESPIKE SEAMANSHIP	SN-7
REPLENISHMENT	SN-7
WATCHSTANDER'S EQUIPMENT	SN-8
WATCHSTANDING	SN-8

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

SEAMAN (SN)
APPRENTICESHIP

SCOPE OF RATING

SEAMEN (SN) maintain ship's compartments, decks, deck machinery, equipment, external structure, lines, and riggings; stand underway deck watches, such as: helmsman, lookout, and messenger; stand pier sentry, fire security, anchor, and other special watches inport; and man and operate small boats, booms, cranes, and winches.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 72.

PATHS OF ADVANCEMENT FOR ENLISTED PERSONNEL
CAREER PATH FROM THE SEAMAN APPRENTICESHIP

RATING TITLE	E-4	E-5	E-6	E-7	E-8	E-9
Boatswain's Mate	BM3	BM2	BM1	BMC	BMCS	BMCM
Cryptologic Technician	CTI3 CTM3 CTN3 CTR3 CTT3	CTI2 CTM2 CTN2 CTR2 CTT2	CTI1 CTM1 CTN1 CTR1 CTT1	CTIC CTMC CTNC CTRC CTTC	CTICS CTMCS CTNCS CTRCS CTTCS	CTICM CTMCM CTNCM CTRCM CTTCM
Culinary Specialist	CS3	CS2	CS1	CSC	CSCS	CSCM
Electronics Technician	ET3	ET2	ET1	ETC	ETCS	ETCM
Explosive Ordnance Disposal	EOD1	EOD2	EOD3	EODC	EODCS	EODCM
Fire Controlman	FC3	FC2	FC1	FCC	FCCS	FCCM
Gunner's Mate	GM3	GM2	GM1	GMC	GMCS	GMCM
Information Systems Technician	IT3	IT2	IT1	ITC	ITCS	ITCM
Intelligence Specialist	IS3	IS2	IS1	ISC	ISCS	ISMC
Interior Communication Technician	IC3	IC2	IC1	ICS	ICCS	ICCM
Legalman	LN3	LN2	LN1	LNC	LNCS	LNCM
Logistics Specialist	LS3	LS2	LS1	LSC	LSCS	LSCM
Mass Communication Specialist	MC3	MC2	MC1	MCC	MCCS	MCCM
Master-At-Arms	MA3	MA2	MA1	MAC	MACS	MACM
Mineman	MN3	MN2	MN1	MNC	MNCS	MNCM
Missile Technician	MT3	MT2	MT1	MTC	MTCS	MTCM
Musician	MU3	MU2	MU1	MUC	MUCS	MUCM
Navy Diver	ND3	ND2	ND1	NDC	NDCS	NDCM
Operations Specialist	OS3	OS2	OS1	OSC	OSCS	OSCM
Personnel Specialist	PS3	PS2	PS1	PSC	PSCS	PSCM
Quartermaster	QM3	QM2	QM1	QMC	QMCS	QMCM
Religious Program Specialist	RP3	RP2	RP1	RPC	RPCS	RPCM
Ship's Serviceman	SH3	SH2	SH1	SHC	SHCS	SHCM
Special Warfare Operator	SO3	SO2	SO1	SOC	SOCS	SOCM
Sonar Technician	STG3 STS3	STG2 STS2	STG1 STS1	STGC STSC	STGCS STSCS	STGCM STSCM
Special Warfare Boat Operator	SB3	SB2	SB1	SBC	SBCS	SBCM
Yeoman	YN3	YN2	YN1	YNC	YNCS	YNCM

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

NEBC Job Title
Seaman

NEBC Job Code
002690

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	TBD	SEAMAN	SEAMAN

Pay Plan	Career Field	Other Relationships and Rules
ENLISTED	SN	N/A

Job Description
Seamen maintain ship's compartments, decks, deck machinery, equipment, external structure, lines, and riggings; stand underway deck watches, such as: helmsman, lookout, and messenger; stand pier sentry, fire security, anchor, and other special watches inport; and man and operate small boats, booms, cranes, and winches.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Non Occupational	190000	Helpers--Production Workers	51-9198.00	Production

Skills	***Abilities***
Active Learning	*Oral Comprehension*
Judgment and Decision Making	*Manual Dexterity*
Active Listening	*Gross Body Coordination*
Reading Comprehension	*Stamina*
Equipment Maintenance	*Rate Control*
Coordination	*Memorization*
Equipment Selection	*Time Sharing*
Troubleshooting	*Control Precision*
Management of Material Resources	*Depth Perception*
Speaking	*Night Vision*

BOAT SEAMANSHIP

Paygrade	Task Type	Task Statements
E3	CORE	Anchor and moor boats
E3	CORE	Assist in hoisting and lowering boats
E3	CORE	Assist small boat man overboard recovery
E3	CORE	Conduct daily boat reports
E3	CORE	Handle lines for small boats
E3	CORE	Identify basic rules of the road for safety of navigation
E3	CORE	Identify equipment used in hoisting and lowering small boats
E3	CORE	Identify ship to boat and boat to ship signals
E3	CORE	Identify the equipment used for a small boat man overboard recovery
E3	CORE	Identify the types, purposes, and characteristics of boats and small craft
E3	CORE	Recognize boat hails, recalls, and salutes
E3	CORE	Relay contacts and bearings to boat coxswain
E3	CORE	State the procedures and safety precautions for hoisting and lowering small boats
E3	CORE	State the terms, equipment, and safety precautions associated with small boats
E3	CORE	Understand the use of a Global Positioning System (GPS) in navigating a small boat

CARE OF SHIPS

Paygrade	Task Type	Task Statements
E3	CORE	Determine maintenance assignments using weekly schedule
E3	CORE	Identify and discuss the use of Maintenance and Material Management (3M) job aides (Maintenance Requirement Card (MRC), Equipment Guide List (EGL), Maintenance Index Page (MIP), List of Effective Pages (LOEP), and instruction 43P10)
E3	CORE	Identify hazardous material labels and Material Safety Data Sheets (MSDS)
E3	CORE	Identify the personnel and their duties within the Maintenance and Material Management (3M) organization
E3	CORE	Identify the purpose of the Maintenance and Material Management (3M) system
E3	CORE	Identify the types, usages, and storage of paint brushes and rollers
E3	CORE	Identify tools and requirements for surface preservation
E3	CORE	Identify types and purposes of respirators
E3	CORE	Identify types of paints and primers associated with preservation of ships
E3	CORE	Maintain canvas
E3	CORE	Paint prepared surfaces using primer, paint, and non-skid
E3	CORE	Perform preventive maintenance on lifesaving equipment
E3	CORE	Perform preventive maintenance on standing rigging, blocks, pelican hooks, turn buckles, falls, and weather deck equipment
E3	CORE	Perform situational maintenance requirement checks on safety harnesses
E3	CORE	State proper transfer and stowage of hazardous materials
E3	CORE	State the safety precautions associated with painting
E3	CORE	Use hand and power tools

DECK SEAMANSHIP

Paygrade	Task Type	Task Statements
E3	CORE	Assist in anchor chain wash down
E3	CORE	Assist in hoisting and lowering ships anchor
E3	CORE	Belay line to deck fittings
E3	CORE	Define line handling commands
E3	CORE	Describe line handling procedures for getting underway and mooring pierside
E3	CORE	Identify anchor chain markings
E3	CORE	Identify bitts, chocks, cleats, padeyes, and bollards
E3	CORE	Identify components and rigging procedures for accommodation ladders
E3	CORE	Identify equipment used for a foc'sle man overboard recovery
E3	CORE	Identify functions of anchor windlasses, boat booms, accommodation ladders, winches, cranes, capstans, and davits
E3	CORE	Identify the duties of the anchor detail
E3	NON-CORE	Identify the meanings of signal flags and pennants

E3	CORE	Identify the parts and purposes of detachable links and chain swivels
E3	CORE	Identify the parts, purposes, and locations of riding, housing, and towing chain stoppers
E3	CORE	Identify the procedures and safety precautions for letting go and weighing anchor
E3	CORE	Identify the purpose and location of mooring lines and safety precautions for line handling
E3	CORE	Identify types of anchors
E3	CORE	Identify types of boat davits and associated components and safety devices
E3	CORE	Operate capstans and break controls
E3	CORE	Pass and remove anchor chain stopper
E3	CORE	Perform highline personnel transfer
E3	CORE	Rig a stage and a boatswain's chair
E3	CORE	Rig pilot ladders

MARLINESPIKE SEAMANSHIP

Paygrade	Task Type	Task Statements
E3	CORE	Apply seizings on wire ropes
E3	CORE	Apply temporary and permanent whippings on lines
E3	CORE	Coil, fake, and flemish lines
E3	CORE	Identify safety precautions for handling, maintaining, and stowing wire ropes
E3	CORE	Identify the characteristics of lines
E3	CORE	Identify the characteristics of wire ropes
E3	CORE	Identify types, parts, characteristics and uses of blocks
E3	CORE	Identify types, parts, characteristics and uses of tackle
E3	CORE	Maintain natural and synthetic fiber lines and wire ropes
E3	CORE	Make eye splice in 3 and 4 strand lines
E3	CORE	Make up and pass heaving lines
E3	CORE	Tie a bowline, single bowline on a bight, square knot, becket bends, clove hitch, and rolling hitch

REPLENISHMENT

Paygrade	Task Type	Task Statements
E3	CORE	Handle lines during underway replenishment
E3	CORE	Identify common equipment used in stream method of transfer
E3	CORE	Identify the common equipment used in fueling at sea
E3	CORE	Identify the duties for connected replenishment operations
E3	CORE	Identify types of underway replenishment operations
E3	CORE	Know emergency breakaway signals and procedures
E3	CORE	Pass and receive replenishment signals
E3	CORE	Rig cargo for transfer

E3	CORE	Rig replenishment stations
E3	CORE	State the safety precautions associated with replenishment operations
E3	CORE	Unrig cargo for transfer
E3	CORE	Unrig replenishment stations

WATCHSTANDER'S EQUIPMENT

Paygrade	Task Type	Task Statements
E3	CORE	Identify ship distress, man overboard, and breakdown signals
E3	CORE	Identify ship's interior communication circuits located on the bridge and quarterdecks
E3	CORE	Identify ship's interior communication systems located on the bridge and quarterdecks
E3	CORE	Identify the characteristics of navigational lights (inport, anchored, and underway)
E3	CORE	Identify the parts and usage of the ship's steering and control equipment
E3	CORE	Identify types, colors, markings, and uses of navigational buoys
E3	CORE	Use and care for binoculars

WATCHSTANDING

Paygrade	Task Type	Task Statements
E3	CORE	Identify signal for man overboard and procedure for reporting man overboard
E3	CORE	Identify the roles and responsibilities of inport watches
E3	CORE	Identify the roles and responsibilities of the members of the bridge watch team
E3	CORE	Identify visual communication methods used by ships
E3	CORE	Know and use proper watch turnover procedures
E3	CORE	Know and use relative and true bearing, position angles, target angles, distance judgment, and marine life identification
E3	CORE	Know shipboard communication terminology
E3	CORE	Perform helmsman watchstanding procedures
E3	CORE	Perform lee helmsman watchstanding procedures
E3	CORE	Perform lookout watchstanding procedures
E3	CORE	Perform the duties associated with anchor watch
E3	CORE	Perform the duties associated with boat watch
E3	CORE	Perform the duties of a phone talker
E3	CORE	Perform the duties of messenger of the watch inport
E3	CORE	Perform the duties of messenger of the watch underway
E3	CORE	Perform the duties of pier sentry inport

CHAPTER 73

SONAR TECHNICIAN (SURFACE) (STG)

NAVPERS 18068-73F
CH-68

Updated: October 2016

TABLE OF CONTENTS

SONAR TECHNICIAN (SURFACE) (STG)

SCOPE OF RATING	STG-3
GENERAL INFORMATION	STG-4
ANTI-SUBMARINE WARFARE OPERATIONS MANAGER	STG-5
ANTI-SUBMARINE WARFARE (ASW)	STG-5
AUXILIARY AND SUPPORT SYSTEMS	STG-6
EQUIPMENT ADMINISTRATION	STG-6
ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS	STG-7
TECHNICAL CORE FUNDAMENTALS	STG-7
UNDERWATER ANALYSIS	STG-7
WATCH TEAM OPERATIONS	STG-7
ANTI-SUBMARINE WARFARE EQUIPMENT OPERATOR	STG-9
ANTI-SUBMARINE WARFARE (ASW)	STG-9
AUXILIARY AND SUPPORT SYSTEMS	STG-10
EQUIPMENT ADMINISTRATION	STG-11
ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS	STG-11
SONAR SYSTEMS	STG-11
TECHNICAL CORE FUNDAMENTALS	STG-12
UNDERWATER ANALYSIS	STG-12
WATCH TEAM OPERATIONS	STG-12
ANTI-SUBMARINE WARFARE EQUIPMENT TECHNICIAN	STG-14
ANTI-SUBMARINE WARFARE (ASW)	STG-14
AUXILIARY AND SUPPORT SYSTEMS	STG-14
EQUIPMENT ADMINISTRATION	STG-15
SONAR SYSTEMS	STG-16
TECHNICAL CORE FUNDAMENTALS	STG-16
WATCH TEAM OPERATIONS	STG-17

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

SONAR TECHNICIAN (SURFACE) (STG)

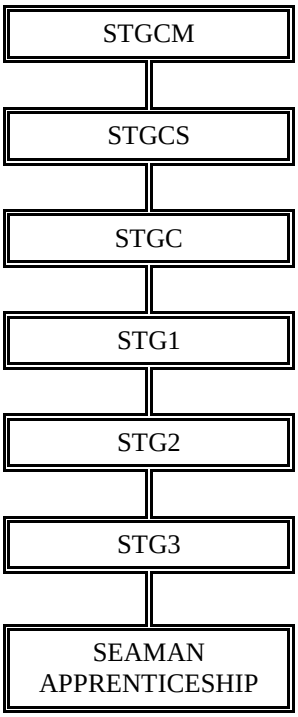
SCOPE OF RATING

Sonar Technicians (Surface) (STG) operate surface sonar and other oceanographic systems; collect, analyze, and interpret sonar and oceanographic data; operate surface ship underwater fire control systems (with associated equipment) for the solution of Anti-Submarine Warfare (ASW) problems; conduct ordnance evolutions; and perform organizational and intermediate maintenance on surface sonar and allied equipment.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) in Chapter 73.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Anti-Submarine Warfare Operations Manager 003746

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Management	TBD	ASW OPERATIONS MANAGER	ASW OPS MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	STG	NECs 0416, 0417, 0466, 0507, 0523, 0527, 0551, 0553, 0812, 0814, 1321

Job Description

Anti-Submarine Warfare Operations Managers manage the employment of Undersea Warfare (USW)/Anti-Submarine Warfare (ASW) equipment; evaluate, disseminate, and make tactical Undersea Warfare (USW)/Anti-Submarine Warfare (ASW) decisions; coordinate communications; manage equipment maintenance; conduct ordnance oversight; manage training programs; and monitor watch team operations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar, General	113000	Computer and Information Systems Managers	11-3021.00	Management

Skills	Abilities
Judgment and Decision Making	*Deductive Reasoning*
Quality Control Analysis	*Problem Sensitivity*
Monitoring	*Written Comprehension*
Management of Material Resources	*Time Sharing*
Complex Problem Solving	*Information Ordering*
Coordination	*Category Flexibility*
Active Learning	*Inductive Reasoning*
Critical Thinking	*Written Expression*
Operation and Control	*Oral Expression*
Systems Evaluation	*Spatial Orientation*

ANTI-SUBMARINE WARFARE (ASW)

Paygrade	Task Type	Task Statements
E7	CORE	Assign final contact priorities
E5	CORE	Assign initial contact priorities
E7	CORE	Coordinate Anti-Submarine Warfare (ASW) missions
E7	CORE	Coordinate multi-force prosecutions (e.g., air, surface, and subsurface)
E7	CORE	Coordinate Surface Action Unit (SAU) procedures
E5	CORE	Correlate acoustic intelligence data
E5	CORE	Correlate multi-sensor data
E7	CORE	Develop Anti-Submarine Warfare (ASW) plans
E7	CORE	Develop Prevention of Mutual Interference (PMI) plans
E7	CORE	Develop Undersea Warfare Decision Support System (USWDSS) force lay down plans
E7	CORE	Develop Water Space Management (WSM) plans
E5	NON-CORE	Evaluate Anti-Submarine Warfare (ASW) plots
E7	CORE	Evaluate Anti-Submarine Warfare (ASW) search and attack plans
E7	CORE	Evaluate final contact classifications
E5	CORE	Evaluate Target Motion Analysis (TMA)
E7	CORE	Evaluate Undersea Warfare Decision Support System (USWDSS) force lay down plans

ANTI-SUBMARINE WARFARE (ASW) (CONT'D)

Paygrade	Task Type	Task Statements
E7	CORE	Finalize Target Motion Analysis (TMA)
E7	CORE	Manage Anti-Submarine Warfare (ASW) safety programs and instructions
E7	CORE	Manage battle group Anti-Submarine Warfare (ASW) operations
E7	CORE	Manage Integrated Undersea Surveillance System (IUSS) operations
E6	CORE	Manage shipboard Anti-Submarine Warfare (ASW) operations
E5	CORE	Recommend actions to reduce own ships detectability
E5	CORE	Recommend evasive steering actions
E5	CORE	Recommend torpedo evasion tactics
E6	NON-CORE	Supervise Integrated Undersea Surveillance System (IUSS) operations
E5	CORE	Supervise shipboard Anti-Submarine Warfare (ASW) operations
E5	CORE	Supervise small object avoidance operations
E7	CORE	Supervise towed systems handling operations
E7	CORE	Verify Anti-Submarine Warfare (ASW) systems Standard Operating Procedures (SOP)

AUXILIARY AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Configure torpedo countermeasure systems
E7	CORE	Manage sonar dome pressurization system operations
E5	CORE	Supervise sonar dome pressurization system operations

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Approve equipment installations, testing, and alterations
E7	CORE	Coordinate equipment certifications and recertifications
E6	CORE	Draft Casualty Reports (CASREP)
E5	CORE	Maintain preventive maintenance documents
E6	CORE	Manage controlled equipment
E7	CORE	Manage divisional equipment and system configuration and maintenance operations
E6	CORE	Manage network software and firmware operations
E6	CORE	Manage underwater system password accounts
E5	CORE	Supervise controlled equipment inventories
E6	CORE	Supervise divisional equipment and system configuration and maintenance operations
E5	NON-CORE	Supervise equipment installations, testing, and alterations
E5	CORE	Supervise Maintenance Assistance Modules (MAM) usage
E5	CORE	Supervise work center equipment and system configuration and maintenance operations

EQUIPMENT ADMINISTRATION (CONT'D)

Paygrade	Task Type	Task Statements
E7	CORE	Verify Casualty Reports (CASREP)
E6	CORE	Verify equipment installations, testing, and alterations

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS

Paygrade	Task Type	Task Statements
E7	NON-CORE	Coordinate ordnance handling evolutions
E7	NON-CORE	Coordinate ordnance stowage
E5	NON-CORE	Inventory ordnance
E7	NON-CORE	Manage ordnance fuel spill decontaminations
E7	NON-CORE	Manage ordnance handling evolutions
E7	NON-CORE	Manage ordnance stowage evolutions
E7	NON-CORE	Monitor ordnance handling evolutions
E7	NON-CORE	Monitor ordnance inspections
E6	NON-CORE	Supervise ordnance fuel spill decontaminations
E6	NON-CORE	Supervise Ordnance Handling Equipment (OHE) testing
E6	NON-CORE	Supervise ordnance handling evolutions
E6	NON-CORE	Supervise ordnance inspections
E6	NON-CORE	Supervise ordnance stowage evolutions

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Assess Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) effects on sonobuoy systems
E6	CORE	Manage Combat Systems Operational Sequencing System (CSOSS) operations
E6	CORE	Train technicians in casualty control procedures
E5	CORE	Update Combat Systems Operational Sequencing Systems (CSOSS)

UNDERWATER ANALYSIS

Paygrade	Task Type	Task Statements
E7	CORE	Manage tactical oceanographic analysis operations
E5	CORE	Supervise tactical oceanographic analysis operations

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E5	CORE	Calculate maneuvering board solutions
E5	CORE	Configure systems for training operations
E5	CORE	Direct execution of warfare Commander's messages and intentions
E7	CORE	Manage Anti-Submarine Warfare (ASW) doctrine statements
E7	CORE	Manage Anti-Submarine Warfare (ASW) system alignment evolutions
E6	CORE	Manage Anti-Submarine Warfare (ASW) watchstander qualification processes
E5	CORE	Mitigate biological and environmental effects on acoustic data
E5	CORE	Supervise Anti-Submarine Warfare (ASW) system alignment evolutions

WATCH TEAM OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Supervise sonar control during casualty conditions
E5	CORE	Supervise sonar control during special evolutions
E5	CORE	Supervise sonar watch team performance
E5	CORE	Transition sonar control between conditions of readiness
E7	CORE	Verify message formats

Job Title **Job Code**

Anti-Submarine Warfare Equipment Operator 003747

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Military Specific	TBD	ASW EQUIPMENT OPERATOR	ASW EQUIP OPER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	STG	NECs 0340, 0342, 0356, 0402, 0406, 0410, 0411, 0414, 0415, 0430, 0450, 0505, 0510, 0511, 0521, 0524, 0540, 0550, 0552, 1213, 5328, 7846, 98AS

Job Description

Anti-Submarine Warfare Equipment Operators operate sonar systems, underwater fire control systems, and support equipment on combatant surface ships and fixed shore stations; conduct undersea surveillance and aid in safe navigation; use shipboard equipment and fixed shore equipment to detect, analyze, and locate targets of interest; conduct ordnance handling; and operate various support equipment.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar, General	113000	Radar and Sonar Technicians	55-3017.00	Military Specific

Skills	Abilities
Complex Problem Solving	*Deductive Reasoning*
Operation and Control	*Written Comprehension*
Coordination	*Control Precision*
Critical Thinking	*Problem Sensitivity*
Judgment and Decision Making	*Manual Dexterity*
Speaking	*Mathematical Reasoning*
Active Learning	*Written Expression*
Quality Control Analysis	*Information Ordering*
Reading Comprehension	*Inductive Reasoning*
Management of Material Resources	*Selective Attention*

ANTI-SUBMARINE WARFARE (ASW)

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Contacts of Interest (COI)
E5	CORE	Assign initial contact priorities
E4	CORE	Assign symbology to contacts
E4	CORE	Calculate contact ranges
E4	CORE	Compute contact course and speed
E4	NON-CORE	Conduct Integrated Undersea Surveillance System (IUSS) operations
E4	CORE	Conduct shipboard sonar search and attack operations
E4	CORE	Conduct Target Motion Analysis (TMA)
E5	NON-CORE	Configure Anti-Submarine Warfare (ASW) fire control systems
E4	CORE	Configure Expendable Mobile Anti-Submarine Training Targets (EMATT)
E4	CORE	Configure sonobuoys
E5	CORE	Correlate acoustic intelligence data
E5	CORE	Correlate multi-sensor data
E4	CORE	Deploy Expendable Mobile Anti-Submarine Training Targets (EMATT)
E4	CORE	Deploy sonobuoys
E4	CORE	Develop threat briefs
E5	NON-CORE	Engage underwater contacts with anti-submarine weapons
E4	CORE	Evaluate contact information

ANTI-SUBMARINE WARFARE (ASW) (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Evaluate Target Motion Analysis (TMA)
E4	CORE	Generate acoustic data media recordings
E5	NON-CORE	Input Anti-Submarine Warfare (ASW) fire control parameters
E4	CORE	Input Undersea Warfare Decision Support System (USWDSS) force lay down plan parameters
E4	CORE	Interpret contact symbologies
E4	CORE	Log amplifying Contact of Interest (COI) data
E4	CORE	Perform Battle Damage Assessments (BDA)
E4	CORE	Perform preventive maintenance on Anti-Submarine Warfare (ASW) fire control systems
E4	CORE	Prepare acoustic data media for shipment
E5	CORE	Recommend actions to reduce own ships detectability
E5	CORE	Recommend Anti-Submarine Warfare (ASW) search and attack plans
E5	CORE	Recommend evasive steering actions
E4	CORE	Recommend own ships course and speed changes
E5	CORE	Recommend torpedo evasion tactics
E4	CORE	Report break point and ambient limited speeds
E4	CORE	Report contact bearing
E4	CORE	Report Contacts of Interest (COI)
E4	CORE	Resolve towed array ambiguities
E6	NON-CORE	Supervise Integrated Undersea Surveillance System (IUSS) operations
E5	CORE	Supervise shipboard Anti-Submarine Warfare (ASW) operations
E5	CORE	Supervise small object avoidance operations
E4	CORE	Track Contacts of Interest (COI)
E4	CORE	Update contact information

AUXILIARY AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure auxiliary air and cooling water systems
E4	CORE	Configure depth sounding systems
E4	CORE	Configure sonar dome pressurization systems
E5	CORE	Configure torpedo countermeasure systems
E4	CORE	Configure underwater communication systems equipment
E4	CORE	Document external communications
E4	CORE	Perform external communications (e.g., ship-to-ship, ship-to-shore, ship-to-air, and ship-to-sub)
E4	CORE	Perform internal communications (e.g., amplified voice communications, sound powered phone, and ships service telephone)

AUXILIARY AND SUPPORT SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Perform preventive maintenance on Expendable Bathythermograph (XBT) equipment
E4	CORE	Perform preventive maintenance on valves
E4	CORE	Perform torpedo countermeasure stream and recovery operations
E4	CORE	Repair valves
E4	CORE	Test valves

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Collect equipment and system status data
E4	CORE	Document equipment status
E4	CORE	Inspect work areas, tools, and equipment
E4	CORE	Inventory controlled equipment
E5	CORE	Supervise work center equipment and system configuration and maintenance operations

ORDNANCE EVOLUTIONS AND MAGAZINE SYSTEMS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Inspect ordnance containers
E4	NON-CORE	Inspect ordnance magazines and lockers
E4	NON-CORE	Install torpedo flight accessories
E5	NON-CORE	Inventory ordnance
E4	NON-CORE	Pack naval ordnance
E4	NON-CORE	Perform ordnance fuel spill decontamination procedures
E4	NON-CORE	Perform Ordnance Handling Equipment (OHE) operations
E4	NON-CORE	Perform ordnance inspections
E4	NON-CORE	Perform torpedo pre-fire tests
E4	NON-CORE	Prepare ordnance for transporting
E4	NON-CORE	Stow naval ordnance
E4	NON-CORE	Test Ordnance Handling Equipment (OHE)
E4	NON-CORE	Transfer naval ordnance
E4	NON-CORE	Transport naval ordnance
E4	NON-CORE	Unpack naval ordnance

SONAR SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure computer and peripheral systems
E4	CORE	Configure environmental range prediction systems
E4	CORE	Configure tactical display systems
E4	CORE	Launch Expendable Bathythermographs (XBT)
E4	CORE	Make tow point changes

SONAR SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Perform towed array stream and recovery operations
E4	CORE	Prepare towed array and handling equipment for deployment and recovery operations

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Assess Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) effects on sonobuoy systems
E4	CORE	Configure General Purpose Electronic Test Equipment (GPETE)
E4	NON-CORE	Interpret blueprints and ship drawings
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures (e.g., casualty responses/operations, normal operations, energize/de-energize equipment, etc.)
E4	CORE	Perform corrosion prevention and control procedures on Anti-Submarine Warfare (ASW) systems
E4	CORE	Troubleshoot valves

UNDERWATER ANALYSIS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze active acoustic data
E4	CORE	Analyze Expendable Bathythermograph (XBT) data
E4	CORE	Analyze passive acoustic data
E4	CORE	Analyze tactical oceanographic data
E4	CORE	Calculate best depth for submarine to avoid detection
E4	CORE	Calculate bottom loss
E4	CORE	Calculate real time sound propagation changes
E4	CORE	Calculate turn counts and Shaft Revolutions Per Minute (SRPM)
E4	CORE	Collect acoustic intelligence data
E4	CORE	Report biological effects on acoustic data
E4	CORE	Report environmental effects on acoustic data
E4	CORE	Report evasion devices and acoustic jamming
E4	CORE	Report initial contact classifications
E4	CORE	Report sources of self noise

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Align Anti-Submarine Warfare (ASW) systems
E4	CORE	Calculate environmental range predictions
E5	CORE	Calculate maneuvering board solutions
E6	CORE	Comply with warfare Commander's messages and intentions
E4	CORE	Conduct active sonar searches

WATCH TEAM OPERATIONS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Conduct passive sonar searches
E5	CORE	Configure systems for training operations
E5	CORE	Direct execution of warfare Commander's messages and intentions
E4	CORE	Draft messages
E4	CORE	Interpret Naval messages
E4	CORE	Make operational and situational reports
E5	CORE	Mitigate biological and environmental effects on acoustic data
E5	NON-CORE	Monitor assignment and engagement status of own ships weapon systems
E4	CORE	Report bottom depth
E4	CORE	Review Anti-Submarine Warfare (ASW) doctrines
E4	CORE	Review combat systems equipment status
E4	CORE	Review Rules of Engagement (ROE)
E5	CORE	Supervise Anti-Submarine Warfare (ASW) system alignment evolutions
E5	CORE	Supervise sonar control during casualty conditions
E5	CORE	Supervise sonar control during special evolutions
E4	CORE	Update plotting and status boards

Job Title **Job Code**

Anti-Submarine Warfare Equipment Technician 003748

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Installation, Maintenance, and Repair	TBD	ASW EQUIPMENT TECHNICIAN	ASW EQUIP TECH

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	STG	NECs 0402, 0410, 0414, 0415, 0455, 0506, 0509, 0510, 0522, 0525, 0541, 1212, 1591, 9616, 98AS

Job Description

Anti-Submarine Warfare Equipment Technicians maintain, troubleshoot, and repair sonar systems, underwater fire control systems, and support equipment on combatant surface ships and fixed shore stations.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar, General	113000	Electrical and Electronics Repairers, Commercial and Industrial Equipment	49-2094.00	Installation, Maintenance, and Repair

Skills	Abilities
Reading Comprehension	*Deductive Reasoning*
Complex Problem Solving	*Problem Sensitivity*
Quality Control Analysis	*Manual Dexterity*
Troubleshooting	*Written Comprehension*
Operation Monitoring	*Control Precision*
Repairing	*Information Ordering*
Systems Evaluation	*Inductive Reasoning*
Equipment Maintenance	*Written Expression*
Operation and Control	*Time Sharing*
Critical Thinking	*Hearing Sensitivity*

ANTI-SUBMARINE WARFARE (ASW)

Paygrade	Task Type	Task Statements
E4	CORE	Perform preventive maintenance on Anti-Submarine Warfare (ASW) fire control systems
E4	NON-CORE	Repair Anti-Submarine Warfare (ASW) fire control systems
E4	NON-CORE	Test Anti-Submarine Warfare (ASW) fire control systems
E4	NON-CORE	Troubleshoot Anti-Submarine Warfare (ASW) fire control systems

AUXILIARY AND SUPPORT SYSTEMS

Paygrade	Task Type	Task Statements
E4	CORE	Configure sonar dome pressurization systems
E4	CORE	Perform internal communications (e.g., amplified voice communications, sound powered phone, and ships service telephone)
E4	CORE	Perform preventive maintenance on auxiliary air and cooling water systems
E4	CORE	Perform preventive maintenance on depth sounding systems
E4	CORE	Perform preventive maintenance on environmental range prediction systems
E4	CORE	Perform preventive maintenance on Expendable Bathythermograph (XBT) equipment
E4	CORE	Perform preventive maintenance on sonar dome pressurization systems
E4	CORE	Perform preventive maintenance on torpedo countermeasure systems

AUXILIARY AND SUPPORT SYSTEMS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Perform preventive maintenance on underwater communication systems
E4	NON-CORE	Repair auxiliary air and cooling water systems
E4	NON-CORE	Repair depth sounding systems
E4	NON-CORE	Repair environmental range prediction systems
E4	NON-CORE	Repair Expendable Bathythermograph (XBT) equipment
E4	NON-CORE	Repair sonar dome pressurization systems
E4	NON-CORE	Repair torpedo countermeasure systems
E4	NON-CORE	Repair underwater communication systems
E4	NON-CORE	Test auxiliary air and cooling water systems
E4	NON-CORE	Test depth sounding systems
E4	NON-CORE	Test environmental range prediction systems
E4	NON-CORE	Test Expendable Bathythermograph (XBT) equipment
E4	NON-CORE	Test shipboard communication systems
E4	NON-CORE	Test sonar dome pressurization systems
E4	NON-CORE	Test torpedo countermeasure systems
E4	NON-CORE	Test underwater communication systems
E4	NON-CORE	Troubleshoot auxiliary air and cooling water systems
E4	NON-CORE	Troubleshoot depth sounding systems
E4	NON-CORE	Troubleshoot environmental range prediction systems
E4	NON-CORE	Troubleshoot Expendable Bathythermograph (XBT) equipment
E4	NON-CORE	Troubleshoot sonar dome pressurization systems
E4	NON-CORE	Troubleshoot torpedo countermeasure systems
E4	NON-CORE	Troubleshoot underwater communication systems

EQUIPMENT ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Collect equipment and system status data
E4	CORE	Document equipment status
E4	CORE	Inspect work areas, tools, and equipment
E4	CORE	Inventory controlled equipment
E4	NON-CORE	Inventory network software and firmware
E4	NON-CORE	Maintain underwater system password accounts
E4	CORE	Review technical briefs, notices, and bulletins
E4	NON-CORE	Supervise contractor installations
E5	NON-CORE	Supervise equipment installations, testing, and alterations
E5	CORE	Supervise work center equipment and system configuration and maintenance operations
E4	NON-CORE	Update network software and firmware

SONAR SYSTEMS

Paygrade	Task Type	Task Statements
E4	NON-CORE	Configure network systems
E4	CORE	Perform preventive maintenance on active sonar systems
E4	CORE	Perform preventive maintenance on computer and peripheral systems
E4	CORE	Perform preventive maintenance on network systems
E4	CORE	Perform preventive maintenance on passive sonar systems
E4	CORE	Perform preventive maintenance on tactical display systems
E4	CORE	Perform preventive maintenance on towed array and handling equipment
E4	CORE	Prepare towed array and handling equipment for deployment and recovery operations
E4	NON-CORE	Repair active sonar systems
E4	NON-CORE	Repair computer and peripheral systems
E4	NON-CORE	Repair network systems
E4	NON-CORE	Repair passive sonar systems
E4	NON-CORE	Repair tactical display systems
E4	NON-CORE	Repair towed array and handling equipment
E4	NON-CORE	Test active sonar systems
E4	NON-CORE	Test computer and peripheral systems
E4	NON-CORE	Test network systems
E4	NON-CORE	Test passive sonar systems
E4	NON-CORE	Test tactical display systems
E4	NON-CORE	Test towed array and handling equipment
E4	NON-CORE	Troubleshoot active sonar systems
E4	NON-CORE	Troubleshoot computer and peripheral systems
E4	NON-CORE	Troubleshoot network systems
E4	NON-CORE	Troubleshoot passive sonar systems
E4	NON-CORE	Troubleshoot tactical display systems
E4	NON-CORE	Troubleshoot towed array and handling equipment

TECHNICAL CORE FUNDAMENTALS

Paygrade	Task Type	Task Statements
E5	NON-CORE	Assess Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) effects on sonobuoy systems
E4	CORE	Configure General Purpose Electronic Test Equipment (GPETE)
E4	CORE	Configure Special Purpose Electronic Test Equipment (SPETE)
E4	NON-CORE	Interpret blueprints and ship drawings
E4	NON-CORE	Interpret electronic schematics
E4	NON-CORE	Interpret mechanical drawings
E4	NON-CORE	Interpret technical manuals
E4	NON-CORE	Perform basic soldering on electrical and electronic equipment

TECHNICAL CORE FUNDAMENTALS (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Perform Combat Systems Operational Sequencing System (CSOSS) procedures (e.g., casualty responses/operations, normal operations, energize/de-energize equipment, etc.)
E4	CORE	Perform corrosion prevention and control procedures on Anti-Submarine Warfare (ASW) systems
E4	NON-CORE	Perform digital logic numeric conversions
E4	CORE	Perform preventive maintenance on fiber optic cables and connectors
E4	CORE	Perform preventive maintenance on interconnecting cables and connectors
E4	NON-CORE	Repair fiber optic cables and connectors
E4	NON-CORE	Repair interconnecting cables and connectors
E4	NON-CORE	Test fiber optic cables and connectors
E4	NON-CORE	Test interconnecting cables and connectors
E4	NON-CORE	Troubleshoot Alternating Current (AC) circuits
E4	NON-CORE	Troubleshoot digital circuits
E4	NON-CORE	Troubleshoot Direct Current (DC) circuits
E4	NON-CORE	Troubleshoot fiber optic cables and connectors
E4	NON-CORE	Troubleshoot interconnecting cables and connectors

WATCH TEAM OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Align Anti-Submarine Warfare (ASW) systems
E5	CORE	Configure systems for training operations
E4	NON-CORE	Manage system databases

CHAPTER 74

SONAR TECHNICIAN (SUBMARINE) (STS)

NAVPERS 18068-74E
CH-56

Updated: October 2013

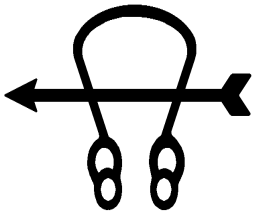
TABLE OF CONTENTS
SONAR TECHNICIAN (SUBMARINE) (STS)

SCOPE OF RATING	STS-3
GENERAL INFORMATION	STS-4
BASIC SONAR OPERATOR	STS-5
ACOUSTIC INTELLIGENCE	STS-5
ADMINISTRATION	STS-5
MAINTENANCE	STS-5
OCEANOGRAPHY	STS-6
SONAR EMPLOYMENT	STS-6
SONAR EQUIPMENT OPERATIONS	STS-6
SONAR FUNDAMENTALS	STS-6
TACTICAL PLOTS	STS-7
WEAPONS HANDLING	STS-7
ADVANCED SONAR OPERATOR	STS-8
ACOUSTIC INTELLIGENCE	STS-8
ADMINISTRATION	STS-8
MAINTENANCE	STS-8
OCEANOGRAPHY	STS-9
SONAR EMPLOYMENT	STS-9
SONAR EQUIPMENT OPERATIONS	STS-9
SONAR FUNDAMENTALS	STS-9
TACTICAL PLOTS	STS-10
WEAPONS HANDLING	STS-10
SONAR SUPERVISOR	STS-11
ACOUSTIC INTELLIGENCE	STS-11
ADMINISTRATION	STS-11
MAINTENANCE	STS-11
OCEANOGRAPHY	STS-12
SONAR EMPLOYMENT	STS-12
SONAR EQUIPMENT OPERATIONS	STS-12
SONAR FUNDAMENTALS	STS-13
TACTICAL PLOTS	STS-13
WEAPONS HANDLING	STS-13

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

SONAR TECHNICIAN (SUBMARINE) (STS)



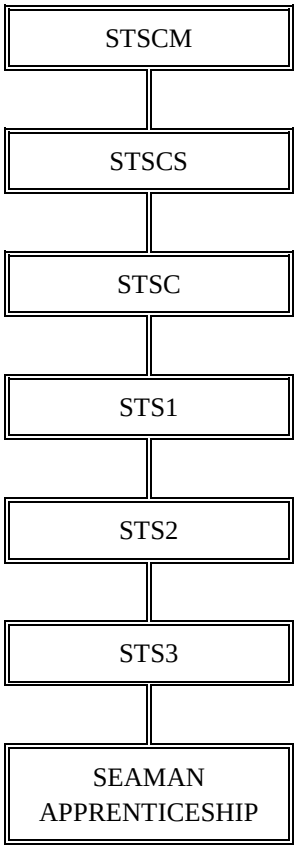
SCOPE OF RATING

Sonar Technicians, Submarine (STS) operate (control, evaluate, and interpret data) submarine sonar, oceanographic equipment, and submarine auxiliary sonar; coordinate submarine sonar and underwater fire control interface; perform organizational and intermediate maintenance.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 74.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN article 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title

Basic Sonar Operator

Job Code

001755

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Military Specific	TBD	BASIC SONAR OPERATOR	BSONAR OP

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	STS	0000 or 0505

Job Description

Sonar Operators detect, track, and classify surface and sub-surface contacts; conduct minor maintenance on and operate mainframe sonar systems, depth sounding equipment, and other auxiliary equipment; and perform towed array handling, and expendable bathythermograph evolutions.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar, General	113000	Radar and Sonar Technicians	55-3017.00	Military Specific

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Operation and Control	*Information Ordering*
Complex Problem Solving	*Flexibility of Closure*
Mathematics	*Inductive Reasoning*
Active Learning	*Problem Sensitivity*
Operation Monitoring	*Mathematical Reasoning*
Equipment Maintenance	*Spatial Orientation*
Judgment and Decision Making	*Speed of Closure*
Systems Evaluation	*Category Flexibility*
Equipment Selection	*Memorization*

ACOUSTIC INTELLIGENCE

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Acoustic Intelligence (ACINT) references and documentation
E5	CORE	Analyze contact data to determine tactical intelligence
E4	CORE	Calculate acoustic source relationships
E4	CORE	Calculate prime mover characteristics and component relationships
E5	CORE	Validate contact classification

ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Prepare Acoustic Intelligence (ACINT) recording packages
E4	CORE	Record towed array handling data

MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Align sonar equipment
E4	CORE	Conduct preventive maintenance on sonar equipment
E4	CORE	Conduct sound isolation surveys
E5	CORE	Correct sound isolation deficiencies
E4	CORE	Isolate electrical and hydraulic sonar equipment
E4	CORE	Perform corrective maintenance on sonar equipment (AN/BQQ-10, AN/BSY-1, etc.)
E4	CORE	Troubleshoot auxiliary sonar equipment

OCEANOGRAPHY

Paygrade	Task Type	Task Statements
E4	CORE	Analyze data from tactical decision aids for active performance prediction
E4	CORE	Analyze data from tactical decision aids for passive performance prediction
E4	CORE	Analyze effects of environment on sonar operations
E5	CORE	Analyze real-time oceanographic data

SONAR EMPLOYMENT

Paygrade	Task Type	Task Statements
E5	CORE	Analyze conditions for towed array employment
E4	CORE	Analyze tactical security conditions
E4	CORE	Classify sonar contacts (spherical, towed, etc.)
E4	CORE	Provide contact management recommendations

SONAR EQUIPMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze active return characteristics for solution of contact
E4	CORE	Analyze contact transient emissions
E4	CORE	Calculate contact ranges using available ranging techniques
E4	CORE	Calculate range rates
E5	CORE	Collect Acoustic Intelligence (ACINT) data
E4	CORE	Conduct towed array handling evolutions
E4	CORE	Configure sonar equipment for active operations
E4	CORE	Configure workstation for system employment
E4	CORE	Correlate contacts using multiple sensors (spherical array, towed array, and other hull sensors)
E4	CORE	Detect navigation hazards using sonar equipment (active and passive)
E4	CORE	Maintain contact data using sonar tracker
E5	CORE	Verify sonar system employment operations

SONAR FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze relative motion for contact management
E4	CORE	Analyze self-noise data to determine ship's signature
E4	CORE	Calculate base frequencies
E4	CORE	Calculate propeller Revolutions Per Minute (RPMs) by aural or system employment
E4	CORE	Correct own ship noise offenders
E4	CORE	Detect contacts using passive sensors
E4	CORE	Detect contacts utilizing own ship's active sonar
E4	CORE	Implement sound silencing procedures (housekeeping surveys, Level of Sound (LOS) cuts, etc.)
E4	CORE	Implement watch team reporting procedures for all sonar events (reporting initial gains of contacts, reporting classification information, etc.)
E4	CORE	Maintain acoustic data logs

TACTICAL PLOTS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze contact evaluation plots
E4	CORE	Analyze fusion plots
E4	CORE	Analyze geographic plots
E4	CORE	Analyze time-frequency plots
E4	CORE	Analyze time-range plots

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	NON-CORE	Combat submarine weapons casualties
E4	NON-CORE	Conduct weapons emergency procedures
E4	NON-CORE	Conduct weapons shipping operations
E4	NON-CORE	Conduct weapons handling operations
E4	NON-CORE	Transfer ammunition and countermeasures

Job Title **Job Code**

Advanced Sonar Operator 001760

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Production	TBD	ADV SONAR OPERATOR	ASONAR OPR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	STS	0419, 0425, 0495, 0461, 0518, 0519, 0520, 2735, 2780

Job Description

Sonar Technicians maintain, troubleshoot, and repair sonar systems and support equipment; operate mainframe sonar systems and auxiliary equipment to detect, track, and classify acoustic contacts; and perform towed array handling, tactical oceanography employment, and expendable bathythermograph evolutions.

DoD Relationship **O*NET Relationship**

Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar, General	113000	Power Plant Operators	51-8013.00	Production

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Operation and Control	*Information Ordering*
Mathematics	*Inductive Reasoning*
Complex Problem Solving	*Problem Sensitivity*
Active Learning	*Flexibility of Closure*
Operation Monitoring	*Mathematical Reasoning*
Reading Comprehension	*Spatial Orientation*
Coordination	*Category Flexibility*
Equipment Selection	*Memorization*
Judgment and Decision Making	*Perceptual Speed*

ACOUSTIC INTELLIGENCE

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Acoustic Intelligence (ACINT) references and documentation
E5	CORE	Analyze contact data to determine tactical intelligence
E4	CORE	Calculate acoustic source relationships
E4	CORE	Calculate prime mover characteristics and component relationships
E5	CORE	Validate contact classification

ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Prepare Acoustic Intelligence (ACINT) recording packages
E5	NON-CORE	Prepare sonar dome for ballasting evolutions
E4	CORE	Record towed array handling data
E5	CORE	Verify Acoustic Signature Maintenance Log (ASML) entries

MAINTENANCE

Paygrade	Task Type	Task Statements
E4	CORE	Align sonar equipment
E4	CORE	Conduct preventive maintenance on sonar equipment
E4	CORE	Conduct sound isolation surveys
E6	CORE	Coordinate equipment modifications
E5	CORE	Correct sound isolation deficiencies
E4	CORE	Perform corrective maintenance on sonar equipment (AN/BQQ-10, AN/BSY-1, etc.)

E5	CORE	Prepare sonar dome for entry
E4	CORE	Troubleshoot auxiliary sonar equipment

OCEANOGRAPHY

Paygrade	Task Type	Task Statements
E4	CORE	Analyze data from tactical decision aids for active performance prediction
E4	CORE	Analyze data from tactical decision aids for passive performance prediction
E4	CORE	Analyze effects of environment on sonar operations
E5	CORE	Analyze real-time oceanographic data
E5	CORE	Develop sonar search plans

SONAR EMPLOYMENT

Paygrade	Task Type	Task Statements
E5	CORE	Analyze conditions for towed array employment
E4	CORE	Analyze tactical security conditions
E4	CORE	Classify sonar contacts (spherical, towed, etc.)
E4	CORE	Provide contact management recommendations
E5	CORE	Reconstruct post watch events for data collection and analysis

SONAR EQUIPMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze active return characteristics for solution of contact
E4	CORE	Analyze contact transient emissions
E4	CORE	Calculate contact ranges using available ranging techniques
E4	CORE	Calculate range rates
E5	CORE	Collect Acoustic Intelligence (ACINT) data
E4	CORE	Conduct towed array handling evolutions
E4	CORE	Configure sonar equipment for active operations
E4	CORE	Configure workstation for system employment
E4	CORE	Detect navigation hazards using sonar equipment (active and passive)
E4	CORE	Maintain contact data using sonar tracker
E5	CORE	Supervise towed array handling operations
E5	CORE	Verify sonar system employment operations
E5	CORE	Verify sonar system status

SONAR FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze relative motion for contact management
E4	CORE	Analyze self-noise data to determine ship's signature
E4	CORE	Calculate base frequencies
E4	CORE	Calculate propeller Revolutions Per Minute (RPMs) by aural or system employment
E4	CORE	Correct own ship noise offenders
E4	CORE	Detect contacts using passive sensors
E4	CORE	Detect contacts utilizing own ship's active sonar
E4	CORE	Implement sound silencing procedures (housekeeping surveys, Level of Sound (LOS) cuts, etc.)

E4	CORE	Implement watch team reporting procedures for all sonar events (reporting initial gains of contacts, reporting classification information, etc.)
E4	CORE	Maintain acoustic data logs

TACTICAL PLOTS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze contact evaluation plots
E4	CORE	Analyze fusion plots
E4	CORE	Analyze geographic plots
E4	CORE	Analyze time-frequency plots
E4	CORE	Analyze time-range plots

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E4	NON-CORE	Combat submarine weapon casualties
E4	NON-CORE	Conduct weapons emergency procedures
E4	NON-CORE	Conduct weapons shipping operations
E4	NON-CORE	Conduct weapons handling operations
E6	NON-CORE	Supervise ammunition and countermeasure transfers
E4	NON-CORE	Transfer ammunition and countermeasure

Job Title **Job Code**

Sonar Supervisor 001765

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Management	TBD	SONAR SUPERVISOR	SONAR SUPV

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	STS	E6 with NEC 0501 or 2781

Job Description

Sonar Supervisors manage the employment of undersea warfare equipment; evaluate, disseminate, and make tactical undersea warfare decisions; coordinate communications; oversee divisional and departmental operations, maintenance, training, tactical oceanography employment, and decision making; and conduct critical work functions to support producing intelligence, processing and attacking targets, repairing and maintaining equipment, and providing personnel support.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Sonar, General	113000	General and Operations Managers	11-1021.00	Management

Skills	Abilities
Critical Thinking	*Deductive Reasoning*
Operation and Control	*Information Ordering*
Complex Problem Solving	*Problem Sensitivity*
Mathematics	*Inductive Reasoning*
Reading Comprehension	*Flexibility of Closure*
Speaking	*Oral Expression*
Operation Monitoring	*Mathematical Reasoning*
Active Learning	*Time Sharing*
Coordination	*Spatial Orientation*
Operations Analysis	*Speed of Closure*

ACOUSTIC INTELLIGENCE

Paygrade	Task Type	Task Statements
E4	CORE	Analyze Acoustic Intelligence (ACINT) references and documentation
E5	CORE	Analyze contact data to determine tactical intelligence
E4	CORE	Calculate acoustic source relationships
E4	CORE	Calculate prime mover characteristics and component relationships
E5	CORE	Validate contact classification

ADMINISTRATION

Paygrade	Task Type	Task Statements
E4	CORE	Prepare Acoustic Intelligence (ACINT) recording packages
E5	NON-CORE	Prepare sonar dome for ballasting evolutions
E4	CORE	Record towed array handling data
E5	CORE	Verify Acoustic Signature Maintenance Log (ASML) entries
E7	CORE	Verify sonar division administrative requirements

MAINTENANCE

Paygrade	Task Type	Task Statements
E7	CORE	Administer corrective maintenance procedures for sonar equipment
E7	CORE	Administer preventive maintenance procedures for sonar equipment
E4	CORE	Align sonar equipment
E4	CORE	Conduct preventive maintenance on sonar equipment
E4	CORE	Conduct sound isolation surveys

E6	CORE	Coordinate equipment modifications
E5	CORE	Correct sound isolation deficiencies
E4	CORE	Isolate electrical and hydraulic sonar equipment
E4	CORE	Perform corrective maintenance on sonar equipment (AN/BQQ-10, AN/BSY-1, etc.)
E5	CORE	Prepare sonar dome for entry
E7	CORE	Schedule off hull external agency support for major sonar equipment
E4	CORE	Troubleshoot auxiliary sonar equipment
E7	CORE	Verify sonar division maintenance evolutions

OCEANOGRAPHY

Paygrade	Task Type	Task Statements
E4	CORE	Analyze data from tactical decision aids for active performance prediction
E4	CORE	Analyze data from tactical decision aids for passive performance prediction
E4	CORE	Analyze effects of environment on sonar operations
E5	CORE	Analyze real-time oceanographic data
E5	CORE	Develop sonar search plans

SONAR EMPLOYMENT

Paygrade	Task Type	Task Statements
E5	CORE	Analyze conditions for towed array employment
E4	CORE	Analyze tactical security conditions
E4	CORE	Classify sonar contacts (spherical, towed, etc.)
E5	CORE	Conduct acoustic briefings
E4	CORE	Provide contact management recommendations
E5	CORE	Reconstruct post watch events for data collection and analysis

SONAR EQUIPMENT OPERATIONS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze active return characteristics for solution of contact
E4	CORE	Analyze contact transient emissions
E4	CORE	Calculate contact ranges using available ranging techniques
E4	CORE	Calculate range rates
E5	CORE	Collect Acoustic Intelligence (ACINT) data
E4	CORE	Conduct towed array handling evolutions
E4	CORE	Configure sonar equipment for active operations
E4	CORE	Configure workstation for system employment
E4	CORE	Correlate contacts using multiple sensors (spherical array, towed array, and other hull sensors)
E4	CORE	Detect navigation hazards using sonar equipment (active and passive)
E4	CORE	Maintain contact data using sonar tracker
E5	CORE	Supervise towed array handling operations
E5	CORE	Verify sonar system employment operations
E5	CORE	Verify sonar system status

SONAR FUNDAMENTALS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze relative motion for contact management
E4	CORE	Analyze self-noise data to determine ship's signature
E4	CORE	Calculate base frequencies
E4	CORE	Calculate propeller Revolutions Per Minute (RPMs) by aural or system employment
E4	CORE	Correct own ship noise offenders
E4	CORE	Detect contacts using passive sensors
E4	CORE	Detect contacts utilizing own ship's active sonar
E4	CORE	Implement sound silencing procedures (housekeeping surveys, Level of Sound (LOS) cuts, etc.)
E4	CORE	Implement watch team reporting procedures for all sonar events (reporting initial gains of contacts, reporting classification information, etc.)
E4	CORE	Maintain acoustic data logs

TACTICAL PLOTS

Paygrade	Task Type	Task Statements
E4	CORE	Analyze contact evaluation plots
E4	CORE	Analyze fusion plots
E4	CORE	Analyze geographic plots
E4	CORE	Analyze time-frequency plots
E4	CORE	Analyze time-range plots

WEAPONS HANDLING

Paygrade	Task Type	Task Statements
E6	NON-CORE	Administer weapon emergency procedures
E5	NON-CORE	Administer weapon handling procedures
E5	NON-CORE	Administer weapon shipping procedures
E4	NON-CORE	Combat submarine weapon casualties
E4	NON-CORE	Conduct weapon emergency procedures
E4	NON-CORE	Conduct weapon shipping operations
E4	NON-CORE	Conduct weapons handling operations
E7	NON-CORE	Inspect submarine weapon casualty procedures
E6	NON-CORE	Supervise ammunition and countermeasure transfers
E4	NON-CORE	Transfer ammunition and countermeasures

CHAPTER 75

STEELWORKER
(SW)

NAVPERS 18068-75E
CH-65

Updated: January 2016

Enclosure (1)

TABLE OF CONTENTS
STEELWORKER (SW)

SCOPE OF RATING	SW-3
GENERAL INFORMATION	SW-4
STEELWORKER	SW-5
ARC WELDING AND CUTTING	SW-5
CONSTRUCTION MANAGEMENT	SW-6
OXYGEN/GAS CUTTING AND WELDING	SW-7
REINFORCING STEEL (RST)	SW-7
SEABEE COMMON CORE	SW-7
SHEET METAL	SW-8
SPECIAL CONSTRUCTION	SW-8
UNDERWATER CONSTRUCTION	SW-8

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

STEELWORKER (SW)

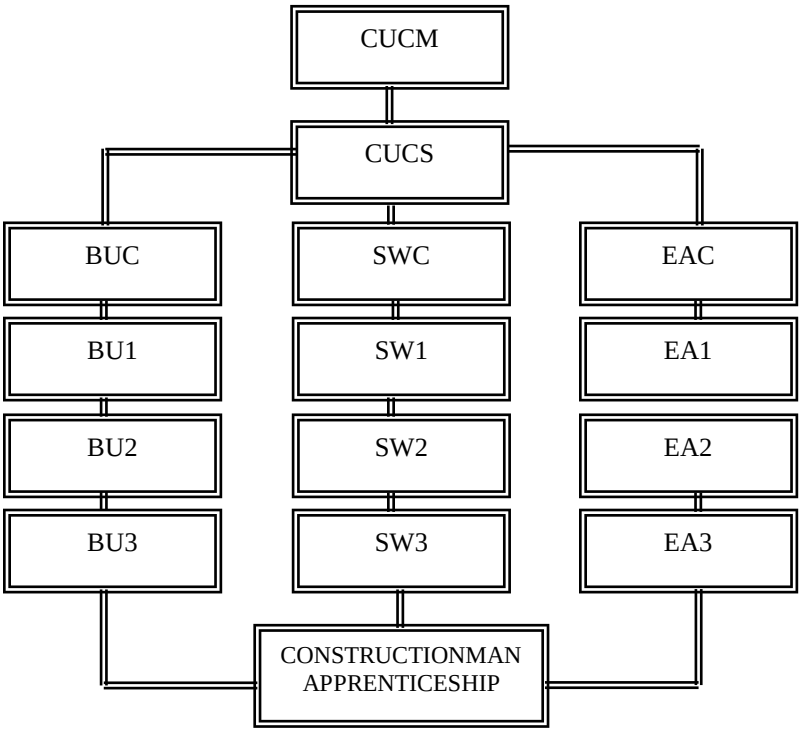
SCOPE OF RATING

Steelworkers (SW) perform tasks directly related to fabrication and erection of pre-engineered structures, including steel reinforcement; control job site, deployment of materials and equipment; direct and coordinate the composition, training, and efforts of crews who fabricate, assemble, erect, position, and join structural members and fabricated sections; perform various welding and cutting operations; maintain individual combat readiness; and perform tasks required in combat and disaster preparedness or recovery operations.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 75.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title
Steelworker

Job Code
001770

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Construction and Extraction	TBD	STEELWORKER	STEELWORKER

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	SW	As assigned to Job

Job Description
Steelworkers perform tasks directly related to fabrication and erection of pre-engineered structures, including steel reinforcement; control job sites, deployment of materials, and equipment; direct and coordinate the composition, training, and efforts of crews who fabricate, assemble, erect, position, and join structural members and fabricated sections; perform various welding and cutting operations; and prepare progress reports, time records, construction schedules, material, labor, and tool and equipment estimates for construction projects. As project managers, they plan, staff, direct, and control multiple construction projects to include problem solving, planning, estimating, scheduling, cost control, and personnel management ensuring compliance with specifications, code requirements, plans, and contracts; and act as project supervisors and trainers for junior personnel.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Steelworking	171100	Structural Iron and Steel Workers	47-2221.00	Construction and Extraction

Skills	Abilities
Critical Thinking	*Information Ordering*
Operation and Control	*Deductive Reasoning*
Equipment Selection	*Oral Expression*
Quality Control Analysis	*Control Precision*
Coordination	*Problem Sensitivity*
Management of Material Resources	*Visualization*
Management of Personnel Resources	*Manual Dexterity*
Operation Monitoring	*Inductive Reasoning*
Complex Problem Solving	*Response Orientation*
Judgment and Decision Making	*Reaction Time*

ARC WELDING AND CUTTING

Paygrade	Task Type	Task Statements
E5	CORE	Conduct wear facing and hard facing operations
E4	CORE	Cut ferrous and non-ferrous metals with plasma arc cutter
E4	CORE	Fabricate metal components
E4	CORE	Perform arc-welding operations in all positions
E5	CORE	Perform maintenance welding operations
E4	CORE	Perform metal stress relieving measures
E5	CORE	Perform nondestructive metal tests
E4	CORE	Prepare surfaces for welding
E5	CORE	Supervise metal component fabrications
E6	CORE	Supervise welding and cutting operations
E4	CORE	Weld ferrous and non-ferrous metals using Gas Tungsten Arc Welding (GTAW) process
E4	CORE	Weld ferrous and non-ferrous metals using Metal-Inert Gas (MIG) or Gas Metal Arc Welding (GMAW) process
E4	CORE	Weld ferrous and non-ferrous metals using Shielded Metal Arc Welding (SMAW) process

CONSTRUCTION MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct three-phase quality control inspections
E4	CORE	Develop construction activity estimates
E5	CORE	Develop construction environmental protection plans
E5	CORE	Develop construction project packages
E5	CORE	Develop construction safety plans
E4	CORE	Develop construction sketches and diagrams
E5	CORE	Develop project three-phase quality control plans
E5	CORE	Establish construction site layouts
E4	CORE	Inspect construction materials
E6	CORE	Inspect construction projects
E4	NON-CORE	Interpret construction drawings and specifications
E4	CORE	Inventory project tools and materials
E5	CORE	Lead construction projects
E5	CORE	Maintain construction project resources
E5	CORE	Maintain facilities
E7	NON-CORE	Manage camp maintenance operations
E7	CORE	Manage construction environmental protection programs
E6	CORE	Manage construction project resources
E7	CORE	Manage construction projects
E7	CORE	Manage construction safety programs
E7	CORE	Manage facilities maintenance programs
E6	NON-CORE	Manage maintenance contracts
E7	CORE	Manage project quality control programs
E7	CORE	Manage three-phase quality control programs
E6	NON-CORE	Monitor construction project contracts
E5	CORE	Supervise construction project safety operations
E6	CORE	Supervise construction projects
E6	CORE	Supervise construction safety operations
E6	CORE	Supervise environmental protection programs
E6	CORE	Supervise facilities maintenance programs
E6	CORE	Supervise planning and estimating operations
E5	CORE	Supervise project three-phase quality control programs
E5	CORE	Turnover construction projects
E5	NON-CORE	Validate project surveys and elevation data

OXYGEN/GAS CUTTING AND WELDING

Paygrade	Task Type	Task Statements
E4	CORE	Bend pipes
E4	CORE	Conduct brazing operations
E4	CORE	Cut ferrous metals using oxygen/gas equipment
E4	CORE	Prepare metal joints for oxygen/gas welding and brazing process
E4	CORE	Prepare oxygen/gas equipment for cutting and welding
E4	CORE	Solder metals
E4	CORE	Weld metal joints using oxygen/gas process

REINFORCING STEEL (RST)

Paygrade	Task Type	Task Statements
E4	CORE	Bend reinforcing steel
E4	CORE	Create reinforcing steel bending schedules
E4	CORE	Fabricate reinforcing steel components
E4	CORE	Place reinforcing steel components
E5	CORE	Supervise reinforcing steel component fabrication and placement
E6	CORE	Validate reinforcing steel component fabrication and placement

SEABEE COMMON CORE

Paygrade	Task Type	Task Statements
E4	CORE	Apply combat life saving techniques
E4	CORE	Conduct Chemical, Biological, Radiological and Nuclear Explosive (CBRNE) defensive operations
E4	CORE	Conduct convoy operations
E4	CORE	Conduct Disaster Recovery Operations (DRO)
E4	CORE	Conduct embarkation and debarkation operations
E6	NON-CORE	Conduct Maritime Prepositioning Force (MPF) operations
E4	CORE	Conduct personal protection and decontamination operations
E4	CORE	Employ Advance Base Functional Component (ABFC) systems
E4	CORE	Employ grenades, mines, and pyrotechnics
E4	CORE	Employ land survival techniques
E4	NON-CORE	Maintain crew-served weapons
E4	CORE	Maintain field communications equipment
E4	CORE	Maintain Personal Gear Issue (PGI)
E4	CORE	Maintain small arms
E4	NON-CORE	Operate crew-served weapons
E4	CORE	Operate field communications equipment
E4	CORE	Operate small arms
E4	CORE	Patrol assigned areas
E7	CORE	Perform command and control of a company
E4	CORE	Perform command and control of a fire team

SEABEE COMMON CORE (CONT'D)

Paygrade	Task Type	Task Statements
E6	CORE	Perform command and control of a platoon
E5	CORE	Perform command and control of a squad
E7	NON-CORE	Plan convoy operations
E4	CORE	Repair damaged airfields
E4	CORE	Set tactical defenses
E7	NON-CORE	Supervise Airfield Damage Repair (ADR) operations

SHEET METAL

Paygrade	Task Type	Task Statements
E5	CORE	Assemble advanced duct systems
E4	CORE	Assemble duct components
E5	CORE	Develop sheet metal patterns
E4	CORE	Fabricate sheet metal components
E4	CORE	Maintain sheet metal tools and equipment
E6	CORE	Supervise sheet metal component fabrication
E6	CORE	Validate sheet metal component installation

SPECIAL CONSTRUCTION

Paygrade	Task Type	Task Statements
E4	NON-CORE	Erect bridging systems
E5	CORE	Erect pre-engineered structures
E4	NON-CORE	Erect site fabricated structures using Ultimate Building Machine (UBM)
E7	CORE	Manage special construction assembly operations
E6	CORE	Supervise assembly of special construction operations

UNDERWATER CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct oceanographic surveys
E5	NON-CORE	Maintain diving equipment
E5	NON-CORE	Maintain diving support equipment
E7	NON-CORE	Manage demolition operations
E7	NON-CORE	Manage diving emergency procedures
E7	NON-CORE	Manage diving equipment maintenance
E7	NON-CORE	Manage diving support equipment maintenance
E7	NON-CORE	Manage light salvage operations
E7	NON-CORE	Manage Maritime Prepositioning Force (MPF) pre-offload operations
E7	NON-CORE	Manage Naval Sea Systems Command (NAVSEA) system certification programs
E7	NON-CORE	Manage oceanographic surveys
E7	NON-CORE	Manage Offshore Petroleum Distribution System (OPDS) operations
E7	NON-CORE	Manage Remote Operated Vehicle (ROV) operations
E7	NON-CORE	Manage small craft operations

UNDERWATER CONSTRUCTION (CONT'D)

Paygrade	Task Type	Task Statements
E7	NON-CORE	Manage underwater construction operations
E5	NON-CORE	Perform coxswain duties
E5	NON-CORE	Perform demolition operations
E5	NON-CORE	Perform diving emergency procedures
E5	NON-CORE	Perform diving operations
E5	NON-CORE	Perform light salvage operations
E5	NON-CORE	Perform Maritime Prepositioning Force (MPF) pre-offload operations
E5	NON-CORE	Perform Offshore Petroleum Distribution System (OPDS) operations
E5	NON-CORE	Perform Remote Operated Vehicle (ROV) operations
E5	NON-CORE	Perform small craft operations
E5	NON-CORE	Perform underwater construction operations
E6	NON-CORE	Supervise demolition operations
E6	NON-CORE	Supervise diving emergency procedures
E6	NON-CORE	Supervise diving equipment maintenance
E6	NON-CORE	Supervise diving operations
E6	NON-CORE	Supervise diving support equipment maintenance
E6	NON-CORE	Supervise light salvage operations
E6	NON-CORE	Supervise Maritime Prepositioning Force (MPF) pre-offload operations
E6	NON-CORE	Supervise Naval Sea Systems Command (NAVSEA) system certification program
E6	NON-CORE	Supervise oceanographic surveys
E6	NON-CORE	Supervise Offshore Petroleum Distribution System (OPDS) operations
E6	NON-CORE	Supervise Remote Operated Vehicle (ROV) operations
E6	NON-CORE	Supervise small craft operations
E6	NON-CORE	Supervise underwater construction operations

CHAPTER 77

UTILITIESMAN
(UT)

NAVPERS 18068-77E
CH-65

Updated: January 2016

TABLE OF CONTENTS
UTILITIESMAN (UT)

SCOPE OF RATING	UT-3
GENERAL INFORMATION	UT-4
UTILITIESMAN	UT-5
BOILERS	UT-5
CONSTRUCTION MANAGEMENT	UT-5
FACILITIES MANAGEMENT	UT-6
HEATING, VENTILATING, AIR CONDITIONING, AND REFRIGERATION (HVAC/R)	UT-6
PLUMBING	UT-7
PUMPS AND COMPRESSED AIR SYSTEMS	UT-7
SEABEE COMMON CORE	UT-7
UNDERWATER CONSTRUCTION	UT-8
UTILITIES EQUIPMENT	UT-9
WASTE WATER SYSTEMS	UT-9
WATER TREATMENT	UT-9

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

UTILITIESMAN (UT)

SCOPE OF RATING

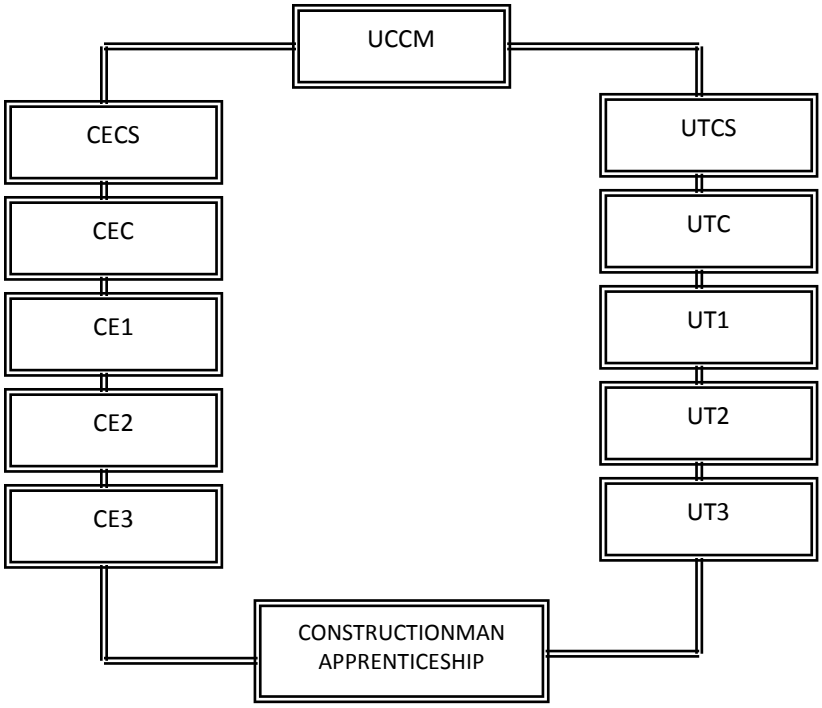
Utilitiesmen (UT) plan, supervise, and perform tasks involved in installation, maintenance, and repair of plumbing, heating, steam, compressed air, fuel storage and distribution systems, water treatment and distribution systems, air conditioning and refrigeration equipment, and septic systems, as prescribed by drawings and specifications; schedule and evaluate installation and operational tasks; prepare records and reports; maintain individual combat readiness; and perform tasks required in combat and disaster preparedness or recovery operations.

.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 77.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title
Utilitiesman

Job Code
001797

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Construction and Extraction	TBD	UTILITIESMAN	UTILITIESMAN

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	UT	As assigned to Job

Job Description
Utilitiesmen plan, supervise, and perform tasks involved in installation, maintenance, and repair of plumbing, heating, steam, compressed air, fuel storage and distribution systems, water treatment and distribution systems, air conditioning and refrigeration equipment, and septic systems, as prescribed by drawings and specifications; schedule and evaluate installation and operational tasks; and prepare time records, progress reports, construction schedules, and material, labor, tool and equipment estimates for construction projects. As project managers, they plan, staff, direct, and control multiple construction projects to include problem solving, planning, estimating, scheduling, cost control, and personnel management ensuring compliance with specifications, code requirements, plans, and contracts; and act as project supervisors and trainers for junior personnel.

DoD Relationship

Group Title	*DoD Code*
Utilities, General	172000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
Plumbers, Pipefitters, and Steamfitters	47-2152.00	Construction and Extraction

Skills	Abilities
Management of Personnel Resources	*Deductive Reasoning*
Management of Material Resources	*Information Ordering*
Critical Thinking	*Oral Expression*
Operation and Control	*Control Precision*
Equipment Selection	*Visualization*
Equipment Maintenance	*Manual Dexterity*
Installation	*Problem Sensitivity*
Operation Monitoring	*Response Orientation*
Systems Analysis	*Reaction Time*
Troubleshooting	*Inductive Reasoning*

BOILERS

Paygrade	Task Type	Task Statements
E4	CORE	Conduct boiler system operational checks
E5	CORE	Conduct corrective maintenance on boiler systems
E4	CORE	Conduct preventive maintenance on boiler systems
E5	CORE	Install boiler systems
E7	CORE	Manage boiler installation and maintenance
E6	CORE	Supervise boiler installation and maintenance

CONSTRUCTION MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Conduct three-phase quality control inspections
E4	CORE	Develop construction activity estimates
E5	CORE	Develop construction environmental protection plans
E5	CORE	Develop construction project packages
E5	CORE	Develop construction safety plans
E4	CORE	Develop construction sketches and diagrams
E5	CORE	Develop project three-phase quality control plans
E5	CORE	Establish construction site layouts
E4	CORE	Inspect construction materials
E6	CORE	Inspect construction projects

E4	NON-CORE	Interpret construction drawings and specifications
E4	CORE	Inventory project tools and materials
E5	CORE	Lead construction projects
E5	CORE	Maintain construction project resources
E5	CORE	Maintain facilities
E7	NON-CORE	Manage camp maintenance operations
E7	CORE	Manage construction environmental protection programs
E6	CORE	Manage construction project resources
E7	CORE	Manage construction projects
E7	CORE	Manage construction safety programs
E7	CORE	Manage facilities maintenance programs
E6	NON-CORE	Manage maintenance contracts
E7	CORE	Manage project quality control programs
E7	CORE	Manage three-phase quality control programs
E6	NON-CORE	Monitor construction project contracts
E5	CORE	Supervise construction project safety operations
E6	CORE	Supervise construction projects
E6	CORE	Supervise construction safety operations
E6	CORE	Supervise environmental protection programs
E6	CORE	Supervise facilities maintenance programs
E6	CORE	Supervise planning and estimating operations
E5	CORE	Supervise project three-phase quality control programs
E5	CORE	Turnover construction projects
E5	NON-CORE	Validate project surveys and elevation data

FACILITIES MANAGEMENT

Paygrade	Task Type	Task Statements
E6	NON-CORE	Audit facilities maintenance contracts
E4	CORE	Inspect facility utility systems
E7	CORE	Manage camp maintenance (e.g. 3M, MAXIMO)
E6	CORE	Schedule camp maintenance
E6	CORE	Supervise camp maintenance; (e.g. 3M, MAXIMO)

HEATING, VENTILATING, AIR CONDITIONING, AND REFRIGERATION (HVAC/R)

Paygrade	Task Type	Task Statements
E5	CORE	Conduct corrective maintenance on Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) systems
E4	CORE	Conduct Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) system operational checks
E4	CORE	Conduct preventive maintenance on Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) systems
E4	CORE	Install Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) systems

E7	CORE	Manage Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) installation and maintenance
E6	CORE	Supervise Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) installation and maintenance

PLUMBING

Paygrade	Task Type	Task Statements
E4	CORE	Conduct corrective maintenance on Drain Waste Vent (DWV) systems
E4	CORE	Conduct corrective maintenance on fire hydrant systems
E5	CORE	Conduct corrective maintenance on sewer systems
E4	CORE	Conduct corrective maintenance on storm water drainage systems
E4	CORE	Conduct preventive maintenance on fire hydrant systems
E4	CORE	Conduct preventive maintenance on sewer systems
E4	CORE	Conduct preventive maintenance on water distribution systems
E4	NON-CORE	Establish construction plumbing elevations
E4	CORE	Install Drain Waste Vent (DWV) systems
E4	CORE	Install fire hydrant systems
E4	CORE	Install sewer systems
E4	CORE	Install storm water drainage systems
E4	CORE	Install water distribution systems and components
E7	CORE	Manage plumbing systems installation and maintenance
E6	CORE	Supervise plumbing system installation and maintenance

PUMPS AND COMPRESSED AIR SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct corrective maintenance on compressed air systems
E5	CORE	Conduct corrective maintenance on pumps
E4	CORE	Conduct preventive maintenance on compressed air systems
E4	CORE	Conduct preventive maintenance on pumps
E5	CORE	Install compressed air systems
E4	CORE	Install pumps
E7	CORE	Manage pump installation and maintenance
E6	CORE	Supervise pump installation and maintenance

SEABEE COMMON CORE

Paygrade	Task Type	Task Statements
E4	CORE	Apply combat life saving techniques
E4	CORE	Conduct Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) defensive operations
E4	CORE	Conduct convoy operations
E4	CORE	Conduct Disaster Recovery Operations (DRO)
E4	CORE	Conduct embarkation and debarkation operations
E6	NON-CORE	Conduct Maritime Prepositioning Force (MPF) operations
E4	CORE	Conduct personal protection and decontamination operations
E4	CORE	Employ Advance Base Functional Component (ABFC) systems

E4	CORE	Employ grenades, mines, and pyrotechnics
E4	CORE	Employ land survival techniques
E4	NON-CORE	Maintain crew-served weapons
E4	CORE	Maintain field communications equipment
E4	CORE	Maintain Personal Gear Issue (PGI)
E4	CORE	Maintain small arms
E4	NON-CORE	Operate crew-served weapons
E4	CORE	Operate field communications equipment
E4	CORE	Operate small arms
E4	CORE	Patrol assigned areas
E7	CORE	Perform command and control of a company
E4	CORE	Perform command and control of a fire team
E6	CORE	Perform command and control of a platoon
E5	CORE	Perform command and control of a squad
E7	NON-CORE	Plan convoy operations
E4	CORE	Repair damaged airfields
E4	CORE	Set tactical defenses
E7	NON-CORE	Supervise Airfield Damage Repair (ADR) operations

UNDERWATER CONSTRUCTION

Paygrade	Task Type	Task Statements
E5	NON-CORE	Conduct oceanographic surveys
E5	NON-CORE	Maintain diving equipment
E5	NON-CORE	Maintain diving support equipment
E7	NON-CORE	Manage demolition operations
E7	NON-CORE	Manage diving emergency procedures
E7	NON-CORE	Manage diving equipment maintenance
E7	NON-CORE	Manage diving support equipment maintenance
E7	NON-CORE	Manage light salvage operations
E7	NON-CORE	Manage Maritime Prepositioning Force (MPF) pre-offload operations
E7	NON-CORE	Manage Naval Sea Systems Command (NAVSEA) system certification programs
E7	NON-CORE	Manage oceanographic surveys
E7	NON-CORE	Manage Offshore Petroleum Distribution System (OPDS) operations
E7	NON-CORE	Manage Remote Operated Vehicle (ROV) operations
E7	NON-CORE	Manage small craft operations
E7	NON-CORE	Manage underwater construction operations
E5	NON-CORE	Perform coxswain duties
E5	NON-CORE	Perform demolition operations
E5	NON-CORE	Perform diving emergency procedures
E5	NON-CORE	Perform diving operations
E5	NON-CORE	Perform light salvage operations
E5	NON-CORE	Perform Maritime Prepositioning Force (MPF) pre-offload operations
E5	NON-CORE	Perform Offshore Petroleum Distribution System (OPDS) operations

E5	NON-CORE	Perform Remote Operated Vehicle (ROV) operations
E5	NON-CORE	Perform small craft operations
E5	NON-CORE	Perform underwater construction operations
E6	NON-CORE	Supervise demolition operations
E6	NON-CORE	Supervise diving emergency procedures
E6	NON-CORE	Supervise diving equipment maintenance
E6	NON-CORE	Supervise diving operations
E6	NON-CORE	Supervise diving support equipment maintenance
E6	NON-CORE	Supervise light salvage operations
E6	NON-CORE	Supervise Maritime Prepositioning Force (MPF) pre-offload operations
E6	NON-CORE	Supervise Naval Sea Systems Command (NAVSEA) system certification program
E6	NON-CORE	Supervise oceanographic surveys
E6	NON-CORE	Supervise Offshore Petroleum Distribution System (OPDS) operations
E6	NON-CORE	Supervise Remote Operated Vehicle (ROV) operations
E6	NON-CORE	Supervise small craft operations
E6	NON-CORE	Supervise underwater construction operations

UTILITIES EQUIPMENT

Paygrade	Task Type	Task Statements
E5	CORE	Conduct corrective maintenance on galley equipment
E5	CORE	Conduct corrective maintenance on laundry equipment
E4	CORE	Conduct preventive maintenance on galley equipment
E4	CORE	Conduct preventive maintenance on laundry equipment
E4	CORE	Install galley equipment
E4	CORE	Install laundry equipment
E7	CORE	Manage utilities equipment installation and maintenance
E6	CORE	Supervise utilities equipment installation and maintenance

WASTE WATER SYSTEMS

Paygrade	Task Type	Task Statements
E5	CORE	Conduct corrective maintenance on waste water treatment systems
E5	CORE	Conduct preventive maintenance on waste water treatment systems
E5	CORE	Conduct waste water treatment system operational checks
E5	CORE	Install waste water treatment systems
E7	CORE	Manage waste water treatment system installation and maintenance
E6	CORE	Supervise waste water treatment system installation and maintenance

WATER TREATMENT

Paygrade	Task Type	Task Statements
E5	CORE	Conduct corrective maintenance on water treatment systems
E5	CORE	Conduct preventive maintenance on water treatment systems
E5	CORE	Conduct water treatment systems operational checks

E5	CORE	Identify water sources
E5	CORE	Install water treatment systems
E7	CORE	Manage water treatment system installation and maintenance
E6	CORE	Supervise water treatment system installation and maintenance

CHAPTER 79

YEOMAN
(YN)

NAVPERS 18068-79E
CH-54

Updated: April 2013

TABLE OF CONTENTS
YEOMAN (YN)

SCOPE OF RATING	YN-3
GENERAL INFORMATION	YN-4
ADMINISTRATIVE ASSISTANT	YN-5
CORRESPONDENCE	YN-5
LEGAL	YN-5
SECURITY	YN-6
TECHNICAL ADMINISTRATION	YN-6
TRAVEL	YN-6
ADMINISTRATIVE SUPERVISOR	YN-7
CORRESPONDENCE	YN-7
LEGAL	YN-8
SECURITY	YN-8
TECHNICAL ADMINISTRATION	YN-9
TRAVEL	YN-10
OFFICE MANAGER	YN-11
CORRESPONDENCE	YN-11
LEGAL	YN-12
SECURITY	YN-12
TECHNICAL ADMINISTRATION	YN-13
TRAVEL	YN-14

NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

YEOMAN (YN)

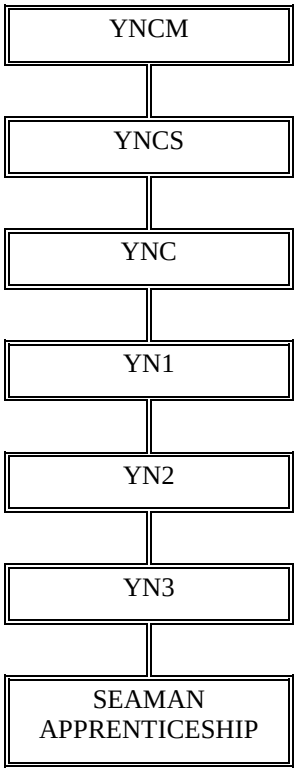
SCOPE OF RATING

Yeomen (YN) perform clerical, customer service, personnel/physical security, and general administrative duties, including typing and filing; prepare and route correspondence, reports and electronic service record entries; maintain records and publications; counsel office personnel on administrative matters; perform administrative support for shipboard legal proceedings and maintain shipboard legal files; conduct reporting and detaching procedures and required retention and transition counseling; prepare and maintain personnel security documents; perform other personnel related functions; and serve as executive office managers.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 79.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

NEBC Job Title

Administrative Assistant

NEBC Job Code

001802

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	ADMINISTRATIVE ASSISTANT	ADM ASST

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	YN	None

Job Description

Administrative Assistants assist in daily operations of office; prepare, type, and route correspondence and reports; and operate personal computers, reproduction machines, audio-recording devices, and other office machines.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Administrators, General	270100	Executive Secretaries and Administrative Assistants	43-6011.00	Office and Administrative Support

Skills	Abilities
Reading Comprehension	*Written Comprehension*
Writing	*Written Expression*
Monitoring	*Information Ordering*
Coordination	*Inductive Reasoning*
Management of Material Resources	*Oral Expression*
Speaking	*Oral Comprehension*
Systems Evaluation	*Category Flexibility*
Critical Thinking	*Wrist-Finger Speed*
Mathematics	
Service Orientation	

CORRESPONDENCE

Paygrade	Task Type	Task Statements
E4	CORE	Draft classification markings on correspondence and directives
E4	CORE	File administrative material
E4	CORE	Maintain award ticklers
E4	CORE	Maintain command directive case files
E4	CORE	Prepare command muster reports
E4	CORE	Prepare correspondence
E4	CORE	Prepare naval messages
E4	CORE	Prepare personal award citations
E4	CORE	Prepare Personal Awards Recommendation (OPNAV 1650/3)
E4	CORE	Process annual directive reviews
E4	CORE	Review message traffic
E4	CORE	Route incoming correspondence

LEGAL

Paygrade	Task Type	Task Statements
E4	CORE	Prepare administrative separation packages
E4	CORE	Prepare Charge Sheets (DD-458)
E4	CORE	Record disciplinary proceedings actions

SECURITY

Paygrade	Task Type	Task Statements
E4	CORE	Assist personnel in completing security clearance paperwork
E5	NON-CORE	Brief Department of Navy Central Adjudication Facility (DONCAF) Letter of Intent (LOI) procedures
E5	NON-CORE	Conduct security briefings
E4	NON-CORE	Conduct Sensitive Compartmented Information (SCI) eligibility pre-screens
E4	CORE	Distribute materials to Defense Courier Service (DCS) stations
E4	CORE	Draft clearance adjudications
E4	CORE	Draft inadvertent disclosure oaths
E4	CORE	Generate classified mail receipt tracers
E4	CORE	Input data into Joint Personnel Adjudication System (JPAS)
E4	NON-CORE	Inventory classified material
E4	NON-CORE	Issue Sensitive Compartmented Information Facility (SCIF) security badges
E4	NON-CORE	Prepare inbound and outbound Defense Courier Service (DCS) inventories
E4	CORE	Prepare classified material (e.g., mailing and hand carry)
E4	CORE	Prepare foreign exception packages
E4	NON-CORE	Process security termination statements
E4	CORE	Process Single Scope Background Investigation (SSBI) documents
E4	CORE	Verify Sensitive Compartmented Information Facility (SCIF) security badge system access requirements

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Counsel personnel on pay, allowances and entitlements
E4	CORE	Create records management files
E4	CORE	Maintain Leave Authorization Number (LAN) logs
E4	CORE	Prepare Certificate of Discharge from Active Duty (DD 214WS)
E4	CORE	Prepare directives (e.g., instructions, notices, publications, manuals)
E4	CORE	Prepare electronic service record entries
E4	CORE	Prepare Identification Card Applications (DD-1172-2)
E4	CORE	Prepare interviewers' appraisal sheets
E4	CORE	Prepare Navy Standard Integrated Personnel System (NSIPS) service record entries
E4	CORE	Prepare personnel documents (e.g., personnel receipts, Permanent Change of Station (PCS) notifications, command ceremonies)
E4	CORE	Prepare Standard Transfer Orders (STO)
E4	CORE	Track classified mail
E5	CORE	Update Individual Personnel Tempo (ITEMPO) records

TRAVEL

Paygrade	Task Type	Task Statements
E4	CORE	Prepare Request and Authorization for TDY Travel of DoD Personnel (DD FORM 1610)
E5	CORE	Prepare Temporary Additional Duty Target (TADTAR) funding budget reports
E4	CORE	Process change of station passenger reservation requests
E4	CORE	Review Defense Travel System (DTS) authorizations and vouchers

NEBC Job Title

Administrative Supervisor

NEBC Job Code

001810

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	ADMINISTRATIVE SUPERVISOR	ADM SUP

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	YN	2514

Job Description

Administrative Supervisors train and supervise administrative personnel; organize and maintain files, records and official publications; perform administrative daily operations; and support legal proceedings.

DoD Relationship

Group Title	*DoD Code*
Administration, General	151000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors/Managers of Office and Administrative Support Workers	43-1011.00	Office and Administrative Support

Skills	Abilities
Reading Comprehension	*Written Comprehension*
Monitoring	*Written Expression*
Writing	*Information Ordering*
Systems Evaluation	*Inductive Reasoning*
Coordination	*Oral Expression*
Management of Material Resources	*Oral Comprehension*
Critical Thinking	*Category Flexibility*
Mathematics	*Problem Sensitivity*
Learning Strategies	*Visualization*
Speaking	*Deductive Reasoning*

CORRESPONDENCE

Paygrade	Task Type	Task Statements
E4	CORE	Draft classification markings on correspondence and directives
E6	CORE	Draft congressional inquiry replies
E4	CORE	File administrative material
E4	CORE	Maintain award ticklers
E4	CORE	Maintain command directive case files
E5	CORE	Maintain reports control systems
E5	CORE	Manage forms control programs
E6	CORE	Manage official mail control programs
E6	CORE	Manage recurring reports
E6	CORE	Prepare command investigation reports
E4	CORE	Prepare command muster reports
E4	CORE	Prepare correspondence
E6	CORE	Prepare letters of reprimand or admonishment
E4	CORE	Prepare naval messages
E4	CORE	Prepare personal award citations
E4	CORE	Prepare Personal Awards Recommendation (OPNAV 1650/3)
E4	CORE	Process annual directive reviews
E4	CORE	Review message traffic
E4	CORE	Route incoming correspondence

LEGAL

Paygrade	Task Type	Task Statements
E5	CORE	Maintain Unit Punishment Books (UPB)
E6	CORE	Prepare administrative board documents
E4	CORE	Prepare administrative separation packages
E4	CORE	Prepare Charge Sheets (DD-458)
E5	CORE	Prepare Non-Judicial Punishment (NJP) documents
E5	CORE	Prepare Report and Disposition of Offense (NAVPERS 1626/7) forms
E7	CORE	Process Freedom of Information Act (FOIA) requests
E4	CORE	Record disciplinary proceedings actions
E6	CORE	Verify administrative separation correspondence
E7	CORE	Verify command investigation records
E6	CORE	Verify Non-Judicial Punishment (NJP) documents

SECURITY

Paygrade	Task Type	Task Statements
E5	CORE	Assist personnel with Sensitive Compartmented Information (SCI) access ineligibility appeals
E5	NON-CORE	Brief Department of Navy Central Adjudication Facility (DONCAF) Letter of Intent (LOI) procedures
E5	NON-CORE	Change codes to combination locks
E6	NON-CORE	Conduct Emergency Action Plan (EAP) training
E5	NON-CORE	Conduct security briefings
E4	NON-CORE	Conduct Sensitive Compartmented Information (SCI) eligibility pre-screens
E6	NON-CORE	Conduct Special Security Representative (SSR) training
E7	NON-CORE	Coordinate design and construct Sensitive Compartmented Information Facility (SCIF)
E7	NON-CORE	Coordinate with Department of Navy Central Adjudication Facility (DONCAF) and Office of Personnel Management (OPM) on personnel access issues
E4	CORE	Distribute materials to Defense Courier Service (DCS) stations
E4	CORE	Draft clearance adjudications
E4	CORE	Draft inadvertent disclosure oaths
E4	CORE	Generate classified mail receipt tracers
E7	NON-CORE	Implement Emergency Action Plans (EAP)
E4	CORE	Input data into Joint Personnel Adjudication System (JPAS)
E5	NON-CORE	Inspect Sensitive Compartmented Information Facilities (SCIF)
E4	NON-CORE	Inventory classified material
E4	NON-CORE	Issue Sensitive Compartmented Information Facility (SCIF) security badges
E6	NON-CORE	Maintain physical and personnel security awareness programs
E5	CORE	Monitor personnel security notification process
E4	NON-CORE	Prepare inbound and outbound Defense Courier Service (DCS) inventories
E4	CORE	Prepare classified material (e.g., mailing and hand carry)
E4	CORE	Prepare foreign exception packages
E5	CORE	Prepare monthly Sensitive Compartmented Information (SCI) personnel security violation reports
E5	CORE	Prepare Security Access Eligibility Reports (SAER)

E7	CORE	Prepare Sensitive Compartmented Information Facility (SCIF) modification documents
E5	CORE	Process Defense Courier Service (DCS) Authorization Records (USTRANSCOM IMT 10)
E4	NON-CORE	Process security termination statements
E4	CORE	Process Single Scope Background Investigation (SSBI) documents
E5	NON-CORE	Request Sensitive Compartmented Information (SCI) access upgrades
E4	NON-CORE	Review Electronic Questionnaires for Investigations Processing (E-QIP)
E7	NON-CORE	Review Sensitive Compartmented Information Facility (SCIF) construction for accreditation
E5	NON-CORE	Update Emergency Action Plans (EAP)
E6	NON-CORE	Verify classified receipt records
E6	CORE	Verify personnel security investigation requests
E4	CORE	Verify Sensitive Compartmented Information Facility (SCIF) security badge system access requirements

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E6	CORE	Certify Special Duty Assignment Pay (SDAP)
E6	CORE	Compile command history inputs
E6	CORE	Coordinate formal command ceremonies
E5	CORE	Counsel personnel on pay, allowances and entitlements
E4	CORE	Create records management files
E4	CORE	Create routing organizations in E-Leave
E4	CORE	Maintain Leave Authorization Number (LAN) logs
E6	CORE	Manage classified material control programs
E6	CORE	Manage command fitness report and evaluation programs
E6	CORE	Manage directives review programs
E6	CORE	Manage personal correspondence of executive level personnel
E7	CORE	Manage records management programs
E4	CORE	Prepare Certificate of Discharge from Active Duty (DD 214WS)
E4	CORE	Prepare directives (e.g., instructions, notices, publications, manuals)
E4	CORE	Prepare electronic service record entries
E5	NON-CORE	Prepare executive speeches
E4	CORE	Prepare Identification Card Applications (DD-1172-2)
E4	CORE	Prepare interviewers' appraisal sheets
E4	CORE	Prepare Navy Standard Integrated Personnel System (NSIPS) service record entries
E4	CORE	Prepare personnel documents (e.g., personnel receipts, Permanent Change of Station (PCS) notifications, command ceremonies)
E4	CORE	Prepare Standard Transfer Orders (STO)
E5	CORE	Process approved awards
E6	CORE	Process fitness reports and enlisted performance evaluations
E5	NON-CORE	Process foreign area clearance requests
E6	NON-CORE	Process Navy Enlisted Classification (NEC) code change requests
E7	CORE	Process Navy-wide examination answer sheets

E5	CORE	Process pay documents
E7	CORE	Release Naval messages
E4	CORE	Track classified mail
E6	CORE	Update Activity Manpower Documents (AMD)
E5	CORE	Update Individual Personnel Tempo (ITEMPO) records
E5	CORE	Update member's enlisted service records
E5	CORE	Update Officer Distribution Control Reports (ODCR)
E5	CORE	Verify Certificates of Discharge or Release from Active Duty (DD-214)
E6	CORE	Verify command muster reports
E7	CORE	Verify completion of enlisted advancement worksheets
E6	CORE	Verify electronic service record entries
E6	CORE	Verify Enlisted Distribution Verification Reports (EDVR)
E6	CORE	Verify Leave Requests Authorizations (NAVCOMPT Form 3065)
E6	CORE	Verify passenger reservation requests

TRAVEL

Paygrade	Task Type	Task Statements
E7	CORE	Approve Defense Travel System (DTS) authorizations and vouchers
E6	CORE	Manage Temporary Additional Duty (TAD) program
E6	CORE	Manage travel card programs
E6	CORE	Monitor commands Defense Travel System (DTS) program
E4	CORE	Prepare Request and Authorization for TDY Travel of DoD Personnel (DD FORM 1610)
E4	CORE	Process change of station passenger reservation requests
E4	CORE	Review Defense Travel System (DTS) authorizations and vouchers
E5	CORE	Review travel liquidation forms
E6	CORE	Verify Defense Travel System (DTS) authorizations and vouchers
E5	CORE	Verify receipt documents
E5	CORE	Verify Temporary Additional Duty Target (TADTAR) funding budget reports
E5	CORE	Verify transfer document submissions

NEBC Job Title

Office Manager

NEBC Job Code

001815

Job Family	NOC	Short Title (30 Characters)	Short Title (10 Characters)
Office and Administrative Support	TBD	OFFICE MANAGER	OFF MGR

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	YN	2514

Job Description

Office Managers supervise office personnel administration; communicate work procedures and policies to staff; supervise the work of office, administrative, or customer service personnel to ensure adherence to quality standards, deadlines and proper procedures, correcting errors or problems; evaluate job performance and compliance with regulations and recommend appropriate personnel action; interface and advise executive level personnel; and prepare and issue work schedules, deadlines, and duty assignments of office personnel.

DoD Relationship

Group Title	*DoD Code*
Administration, General	151000

O*NET Relationship

Occupation Title	*SOC Code*	*Job Family*
First-Line Supervisors/Managers of Office and Administrative Support Workers	43-1011.00	Office and Administrative Support

Skills	Abilities
Reading Comprehension	*Written Comprehension*
Monitoring	*Written Expression*
Writing	*Information Ordering*
Systems Evaluation	*Inductive Reasoning*
Coordination	*Oral Expression*
Management of Material Resources	*Oral Comprehension*
Critical Thinking	*Category Flexibility*
Mathematics	*Problem Sensitivity*
Learning Strategies	*Visualization*
Speaking	*Deductive Reasoning*

CORRESPONDENCE

Paygrade	Task Type	Task Statements
E4	CORE	Draft classification markings on correspondence and directives
E6	CORE	Draft congressional inquiry replies
E4	CORE	File administrative material
E4	CORE	Maintain award ticklers
E4	CORE	Maintain command directive case files
E5	CORE	Maintain reports control systems
E5	CORE	Manage forms control programs
E6	CORE	Manage official mail control programs
E6	CORE	Manage recurring reports
E6	CORE	Prepare command investigation reports
E4	CORE	Prepare command muster reports
E4	CORE	Prepare correspondence
E6	CORE	Prepare letters of reprimand or admonishment
E4	CORE	Prepare naval messages
E4	CORE	Prepare personal award citations

E4	CORE	Prepare Personal Awards Recommendation (OPNAV 1650/3)
E4	CORE	Process annual directive reviews
E4	CORE	Review message traffic
E4	CORE	Route incoming correspondence

LEGAL

Paygrade	Task Type	Task Statements
E5	CORE	Maintain Unit Punishment Books (UPB)
E6	CORE	Prepare administrative board documents
E4	CORE	Prepare administrative separation packages
E4	CORE	Prepare Charge Sheets (DD-458)
E5	CORE	Prepare Non-Judicial Punishment (NJP) documents
E5	CORE	Prepare Report and Disposition of Offense (NAVPERS 1626/7) forms
E7	CORE	Process Freedom of Information Act (FOIA) requests
E4	CORE	Record disciplinary proceedings actions
E6	CORE	Verify administrative separation correspondence
E7	CORE	Verify command investigation records
E6	CORE	Verify Non-Judicial Punishment (NJP) documents

SECURITY

Paygrade	Task Type	Task Statements
E5	CORE	Assist personnel with Sensitive Compartmented Information (SCI) access ineligibility appeals
E5	NON-CORE	Brief Department of Navy Central Adjudication Facility (DONCAF) Letter of Intent (LOI) procedures
E5	NON-CORE	Change codes to combination locks
E6	NON-CORE	Conduct Emergency Action Plan (EAP) training
E5	NON-CORE	Conduct security briefings
E4	NON-CORE	Conduct Sensitive Compartmented Information (SCI) eligibility pre-screens
E6	NON-CORE	Conduct Special Security Representative (SSR) training
E7	NON-CORE	Coordinate design and construct Sensitive Compartmented Information Facility (SCIF)
E7	NON-CORE	Coordinate with Department of Navy Central Adjudication Facility (DONCAF) and Office of Personnel Management (OPM) on personnel access issues
E4	CORE	Distribute materials to Defense Courier Service (DCS) stations
E4	CORE	Draft clearance adjudications
E4	CORE	Draft inadvertent disclosure oaths
E4	CORE	Generate classified mail receipt tracers
E7	NON-CORE	Implement Emergency Action Plans (EAP)
E4	CORE	Input data into Joint Personnel Adjudication System (JPAS)
E5	NON-CORE	Inspect Sensitive Compartmented Information Facilities (SCIF)
E4	NON-CORE	Inventory classified material
E4	NON-CORE	Issue Sensitive Compartmented Information Facility (SCIF) security badges
E6	NON-CORE	Maintain physical and personnel security awareness programs
E5	CORE	Monitor personnel security notification process
E4	NON-CORE	Prepare inbound and outbound Defense Courier Service (DCS) inventories
E4	CORE	Prepare classified material (e.g., mailing and hand carry)

E4	CORE	Prepare foreign exception packages
E5	CORE	Prepare monthly Sensitive Compartmented Information (SCI) personnel security violation reports
E5	CORE	Prepare Security Access Eligibility Reports (SAER)
E7	CORE	Prepare Sensitive Compartmented Information Facility (SCIF) modification documents
E5	CORE	Process Defense Courier Service (DCS) Authorization Records (USTRANSCOM IMT 10)
E4	NON-CORE	Process security termination statements
E4	CORE	Process Single Scope Background Investigation (SSBI) documents
E5	NON-CORE	Request Sensitive Compartmented Information (SCI) access upgrades
E4	NON-CORE	Review Electronic Questionnaires for Investigations Processing (E-QIP)
E7	NON-CORE	Review Sensitive Compartmented Information Facility (SCIF) construction for accreditation
E5	NON-CORE	Update Emergency Action Plans (EAP)
E6	NON-CORE	Verify classified receipt records
E6	CORE	Verify personnel security investigation requests
E4	CORE	Verify Sensitive Compartmented Information Facility (SCIF) security badge system access requirements

TECHNICAL ADMINISTRATION

Paygrade	**Task Type**	**Task Statements**
E6	CORE	Certify Special Duty Assignment Pay (SDAP)
E6	CORE	Compile command history inputs
E6	CORE	Coordinate formal command ceremonies
E5	CORE	Counsel personnel on pay, allowances and entitlements
E4	CORE	Create records management files
E4	CORE	Create routing organizations in E-Leave
E4	CORE	Maintain Leave Authorization Number (LAN) logs
E6	CORE	Manage classified material control programs
E6	CORE	Manage command fitness report and evaluation programs
E6	CORE	Manage directives review programs
E6	CORE	Manage personal correspondence of executive level personnel
E7	CORE	Manage records management programs
E4	CORE	Prepare Certificate of Discharge from Active Duty (DD 214WS)
E4	CORE	Prepare directives (e.g., instructions, notices, publications, manuals)
E4	CORE	Prepare electronic service record entries
E5	NON-CORE	Prepare executive speeches
E4	CORE	Prepare Identification Card Applications (DD-1172-2)
E4	CORE	Prepare interviewers' appraisal sheets
E4	CORE	Prepare Navy Standard Integrated Personnel System (NSIPS) service record entries
E4	CORE	Prepare personnel documents (e.g., personnel receipts, Permanent Change of Station (PCS) notifications, command ceremonies)
E4	CORE	Prepare Standard Transfer Orders (STO)
E5	CORE	Process approved awards

E6	CORE	Process fitness reports and enlisted performance evaluations
E5	NON-CORE	Process foreign area clearance requests
E6	NON-CORE	Process Navy Enlisted Classification (NEC) code change requests
E7	CORE	Process Navy-wide examination answer sheets
E5	CORE	Process pay documents
E7	CORE	Release Naval messages
E4	CORE	Track classified mail
E6	CORE	Update Activity Manpower Documents (AMD)
E5	CORE	Update Individual Personnel Tempo (ITEMPO) records
E5	CORE	Update member's enlisted service records
E5	CORE	Update Officer Distribution Control Reports (ODCR)
E5	CORE	Verify Certificates of Discharge or Release from Active Duty (DD-214)
E6	CORE	Verify command muster reports
E7	CORE	Verify completion of enlisted advancement worksheets
E6	CORE	Verify electronic service record entries
E6	CORE	Verify Enlisted Distribution Verification Reports (EDVR)
E6	CORE	Verify Leave Requests Authorizations (NAVCOMPT Form 3065)
E6	CORE	Verify passenger reservation requests

TRAVEL

Paygrade	**Task Type**	**Task Statements**
E7	CORE	Approve Defense Travel System (DTS) authorizations and vouchers
E6	CORE	Manage Temporary Additional Duty (TAD) program
E6	CORE	Manage travel card programs
E6	CORE	Monitor commands Defense Travel System (DTS) program
E4	CORE	Prepare Request and Authorization for TDY Travel of DoD Personnel (DD FORM 1610)
E4	CORE	Process change of station passenger reservation requests
E4	CORE	Review Defense Travel System (DTS) authorizations and vouchers
E5	CORE	Review travel liquidation forms
E6	CORE	Verify Defense Travel System (DTS) authorizations and vouchers
E5	CORE	Verify receipt documents
E5	CORE	Verify Temporary Additional Duty Target (TADTAR) funding budget reports
E5	CORE	Verify transfer document submissions