

**Special Job Task Analysis and Competency Review
for Expert Level Competencies**

Nuclear Explosive Safety Study FAQs

STEP 1: Job Task Analysis for Tasks

| Task (and Number) | Source | Importance | Frequency |
|---|--|-------------------|------------------|
| (1) Serves as a member or chair of the NESSG. | FAQS Duties and Responsibilities Paragraph A | 5 | 3 |
| (2) Provides guidance on and interpretation of nuclear explosive safety (NES) requirements and policy. | FAQS Duties and Responsibilities Paragraph B | 5 | 4 |
| (3) Drafts policy directives for the DOE/NNSA, Nuclear Explosive Safety Operations Branch (NESB) and reviews DOE/NNSA policies on NES. | FAQS Duties and Responsibilities Paragraph D | 5 | 3 |
| (4) Provides instruction and guidance regarding NES to individuals assigned NES responsibilities. | FAQS Duties and Responsibilities Paragraph E | 5 | 3-4 |
| (5) Monitors ongoing NEOs to ensure compliance with NES standards and other NES requirements. | FAQS Duties and Responsibilities Paragraph J | 5 | 3 |
| (6) Advises, consults, and coordinates with various DOE/NNSA offices, line management, and the national laboratories to determine the scope and content of NES evaluations. | FAQS Duties and Responsibilities Paragraph N | 5 | 4 |
| (7) Coordinates with DOE/NNSA line management organizations to establish specific requirements for the technical input documentation delivery, and technical and administrative support for each NES evaluation (chair only). | FAQS Duties and Responsibilities Paragraph O | 5 | 3 |

| Importance Scale | Frequency |
|--|------------------------------------|
| How important is this task to the job? | How often is the task performed? |
| 0 = Not Performed | 0 = Not Performed |
| 1 = Not Important | 1 = Every few months to yearly |
| 2 = Somewhat Important | 2 = Every few weeks to monthly |
| 3 = Important | 3 = Every few days to weekly |
| 4 = Very Important | 4 = Every few hours to daily |
| 5 = Extremely Important | 5 = Hourly to many times each hour |

Step 2: Job Analysis Worksheet for Competencies

| Competency | Source | Importance | Need at Entry |
|---|------------------|------------|-----------------------------|
| Nuclear explosive safety study personnel must demonstrate an expert level knowledge of DOE O 452.2D, <i>Nuclear Explosive Safety</i> , DOE O 452.1D, <i>Nuclear Explosive and Weapon Surety Program</i> , and associated DOE Manuals. | FAQS Comp #19 | 5 | Needed to qual, up to 18 mo |
| Nuclear explosive safety study personnel must demonstrate an expert level knowledge of DOE M 452.2-2, <i>Nuclear Explosive Safety Evaluation Processes</i> . | FAQS Comp #20 | 5 | Needed to qual, up to 18 mo |
| Nuclear explosive safety study personnel must demonstrate an expert level knowledge of the NESS, OSR and NCE processes. | FAQS Comp #21 | 5 | Needed to qual, up to 18 mo |
| Nuclear explosive safety study personnel must demonstrate an expert level knowledge of the NELA requirements. | FAQS Comp #22 | 5 | Needed to qual, up to 18 mo |
| Nuclear explosive safety study personnel must demonstrate an expert level knowledge of the NES rules. | FAQS Comp #23 | 5 | Needed to qual, up to 18 mo |
| Nuclear explosive safety study personnel must demonstrate an expert level knowledge of DOE M 452.2-2 Chapter VI, <i>Nuclear Explosive Safety Change Control Processes</i> . | FAQS Comp #24 | 5 | Needed to qual, up to 18 mo |

| Importance Scale | Need At Entry Scale |
|---|---|
| How important is this competency for effective job performance? | When is this competency needed for effective job performance? |
| 1 = Not Important | 1 = Needed the first day |
| 2 = Somewhat Important | 2 = Must be acquired within the first 3 months |
| 3 = Important | 3 = Must be acquired within the first 4-6 months |
| 4 = Very Important | 4 = Must be acquired after the first 6 months |
| 5 = Extremely Important | |

Step 3: Job Analysis Worksheet for Task and Competency Linkage

| Task Number | Competency Number | | | | | |
|-------------|-------------------|----|----|----|----|----|
| | 19 | 20 | 21 | 22 | 23 | 24 |
| 1 | 5 | 5 | 5 | 5 | 5 | 5 |
| 2 | 5 | 5 | 5 | 5 | 5 | 5 |
| 3 | 5 | 5 | 5 | 5 | 5 | 5 |
| 4 | 5 | 5 | 5 | 5 | 5 | 5 |
| 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 6 | 5 | 5 | 5 | 5 | 5 | 5 |
| 7 | 5 | 5 | 5 | 5 | 5 | 5 |

Linkage Scale

How important is this competency for effective task performance?

1 = Not Important

2 = Somewhat Important

3 = Important

4 = Very Important

5 = Extremely Important

N/A = Not Applicable

Step 4: Sponsor Recommendation of Appropriate Competency Level

| Competency | Recommended Level | Justification |
|---|-------------------|---------------|
| #19 Nuclear explosive safety study personnel must demonstrate an expert level knowledge of DOE O 452.2D, <i>Nuclear Explosive Safety</i> , DOE O 452.1D, <i>Nuclear Explosive and Weapon Surety Program</i> , and associated DOE Manuals. | Expert | |
| #20 Nuclear explosive safety study personnel must demonstrate an expert level knowledge of DOE M 452.2-2, <i>Nuclear Explosive Safety Evaluation Processes</i> . | Expert | |
| #21 Nuclear explosive safety study personnel must demonstrate an expert level knowledge of the NESS, OSR and NCE processes. | Expert | |
| #22 Nuclear explosive safety study personnel must demonstrate an expert level knowledge of the NELA requirements. | Expert | |
| #23 Nuclear explosive safety study personnel must demonstrate an expert level knowledge of the NES rules. | Expert | |
| #24 Nuclear explosive safety study personnel must demonstrate an expert level knowledge of DOE M 452.2-2 Chapter VI, <i>Nuclear Explosive Safety Change Control Processes</i> . | Expert | |