NOAA	Form	56-28A
(8-94)		

U.S. DEPARTMENT OF COMMERCE NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION

## NOAA COMMISSIONED OFFICER BILLET DESCRIPTION

NOAA COMMISSIONED OFFICER BILLET DESCRIPTION				
TO: DIRECTOR, COMMISSIONED PERSONNEL CENTER, CPC		FROM: ROUTING CODE: ADDRESS:		
THRU (Liaison Officer):				
BILLET TITLE: BILLET #:				
		PHONE NUMBER:		
RANK REQUESTED: (0-2. 0-3, 0-4, etc.)		(This block to be completed by liaison officer) IS THIS A NEW BILLET: YES NO		
GS/GM EQUIVALENT:		BILLET PRIORITY: A, E	B, C, R	
IMMEDIATE SUPERVISOR:	TITLE:		PHONE NUMBER:	
EDUCATIONAL REQUIREMENTS:				
OTHER QUALIFICATIONS (INCLUDE PARTICULAR SECUR	ITY CLEARANCES.	SKILLS, ETC)		
		,		
1. GENERAL DESCRIPTION OF BILLET:				
2. DUTIES AND RESPONSIBILITIES:				
<ul><li>a. Is this a supervisory billet? YES NO</li><li>b. If so, state number and grade of personnel supervised.</li></ul>	Number:	Grade(s):		
		,,		

3. CAREER DEVELOPMENT OPPORTUNITIES:	
4. ADDITIONAL COMMENTS:	
SIGNATURE OF SUPERVISOR:	DATE: