

# ATO RATING CRITERIA AND CREDITING PLAN FOR 2152 FRONT LINE MANAGER SELECTION FOR TERMINAL, ENROUTE & FLIGHT SERVICE FACILITIES

## SELECTION FACTOR 5

### Criteria 1: Work Experience

(50% - 50 points max.)

Applicant shall circle each position held in the appropriate years column. Only circle the highest number of continuous years (1, 3, or 5 years) column for each position held.

| <b>Positional Categories</b>  | <b>ONE<br/>YEAR</b> | <b>THREE<br/>YEARS</b> | <b>FIVE<br/>YEARS</b> |
|---|---------------------|------------------------|-----------------------|
| 1. Air Traffic Manager (ATM) or Assistant Air Traffic Manager (AATM) MSS-4 at ATC-10 and above, Headquarters and Regional Office Staff/Section Supervisors  | 30                  | 33                     | 35                    |
| 2. ATM or AATM MSS-4 at ATC-9 and below, Area Manager, Operations Manager, Support Manager, AATM MSS-3 at ATC-9 and above   | 25                  | 28                     | 30                    |
| 3. Area Manager, AATM MSS-3 at ATC-8 and below.   | 15                  | 20                     | 25                    |
| 4. AATM, Operations Supervisor at MSS-2, Supervisor ATCS-Technical Center, En Route Automation Supervisor, ATCSCC Supervisor, CARG Supervisor, AMA Section Supervisor, NFDC Supervisor, FSDPS Supervisor, FAA Academy Instructor.   | 10                  | 15                     | 20                    |
| 5. Staff Specialist (Automation, Air Traffic Control Systems Command Center (ATCSCC), Central Altitude Reservation Function (CARF), AMA Section, National Flight Data Center (NFDC), Technical Center (ACT)), Traffic Management Coordinator, Communications Center Spec. | 7                   | 10                     | 15                    |
| 6. Facility Staff, ATCS -Tech Center (Full Performance Level)   | 6                   | 9                      | 12                    |
| 7. Certified Professional Controller (CPC) Level 10 and above Facility  | 5                   | 8                      | 10                    |

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| <b>Positional Categories</b>  | <b>ONE<br/>YEAR</b> | <b>THREE<br/>YEARS</b> | <b>FIVE<br/>YEARS</b> |
|---|---------------------|------------------------|-----------------------|
| 8. CPC Level 7 to Level 9 Facility<br>or Flight Service Station<br>Specialist | 4                   | 7                      | 9                     |
| 9. CPC Level 6 and below Facility   | 3                   | 6                      | 8                     |

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**Total Points in Each  
Column**

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**Criteria 2:** Additional Duties & Special Assignments – Other than those credited in Criteria #5.

(15% -- 15 points max.)

- 1 point for participation of less than 3 years
- 3 points for participation of 3 to 5 years
- 5 points for participation of 5 years or more

| Duty/Assignments               | Points |
|--------------------------------|--------|
| OJTI                           |        |
| OJTI CADRE Instructor          |        |
| EEO Counselor                  |        |
| Facility Workgroup Focal/CADRE |        |
| Committee Officer              |        |
| Other:                         |        |
| <b>Total Points</b>            |        |

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## SELECTION FACTOR 5

### Criteria 3: Awards & Recognition

(10% - 10 points max.)

| a. <b>Type of Recognition</b>   | b. <b>Points</b> | c. <b>Total per<br/>Type</b> |
|---|------------------|------------------------------|
| Presidential Monetary Award   | 4                |                              |
| FAA Award for Superior Achievement  | 3                |                              |
| Quality Step Increase   | 3                |                              |
| Lump Sum Monetary Recognition (Over-the-band<br>lump sums for SCI and/or OSI is not creditable) | 2                |                              |
| Certificate of Achievement  | 1                |                              |
| Official Letter of Commendation (2 points max.)   | 0.5              |                              |
| Time Off Award (2 points max.)  | 0.5              |                              |
| <b>Total Points</b>   |                  |                              |

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## SELECTION FACTOR 5

**Criteria 4:** Education – Award credit for the highest level attained.  
(10% - 10 points max.)

| 1-2 | Education                      | 1-3 | Points | 1-4 | Dates | 1-5 | School |
|-----|--------------------------------|-----|--------|-----|-------|-----|--------|
|     | 1 Year College                 |     | 1      |     |       |     |        |
|     | 2 Years College                |     | 2      |     |       |     |        |
|     | Associates Degree              |     | 3      |     |       |     |        |
|     | 3 Years College                |     | 4      |     |       |     |        |
|     | 4 Years College                |     | 5      |     |       |     |        |
|     | Bachelor Degree                |     | 6      |     |       |     |        |
|     | 1 - 2 Years Graduate<br>School |     | 7      |     |       |     |        |
|     | Masters Degree                 |     | 8      |     |       |     |        |
|     | Doctorate                      |     | 10     |     |       |     |        |

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## SELECTION FACTOR 5

**Criteria 5:** Committee Participation – Other than those credited in Criteria #2.

(5% - 5 points max.)

- 1 point for participation of less than 3 years
- 3 points for participation of 3 to 5 years
- 5 points for participation of 5 years or more

| <b>Committee</b>                        | <b>Points</b> |
|---|---------------|
| Facility Advisory Board (FAB)           |               |
| Area Consensus Team (ACT)               |               |
| Facility Advisory Consensus Team (FACT) |               |
| Other:                                  |               |
| <b>Total</b>                            |               |

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## **SELECTION FACTOR 5**

**Criteria 6:** Self Development  
(10% - 10 points max.)

FAA correspondence study courses/eLMS (web-based) will be credited 1 point for each course up to a maximum of 10 points.

To get credit for the course, you must describe on a separate sheet of paper, the course and explain how it relates to the vacancy.

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**CREDITING PLAN TOTAL FOR FACTOR 5**

| Criteria                                   | Points |
|--|--------|
| 1. Work Experience (50 max.)               |        |
| 2. Additional Duties/Assignments (15 max.) |        |
| 3. Awards & Recognition (10 max.)          |        |
| 4. Education (10 max.)                     |        |
| 5. Committee Participation (5 max.)        |        |
| 6. Self-Development (10 max.)              |        |
| <b>Total Points</b>                        |        |

NOTE: Take the "Total Points" from the bottom row and divide by 2. This score will be the final score for selection factor #5.

**CERTIFICATION OF CANDIDATE:** I certify that all of the information provided in this application are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

|                   |              |
|-------------------|--------------|
| <b>Signature:</b> | <b>Date:</b> |
|-------------------|--------------|