

Effective Date: April 5, 1992
Modified Effective: March 12, 2000

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

AGRICULTURE AUDIT SUPERVISOR

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under Wis. Admin. Code ER 2.04 for making classification decisions relative to present and future section chief positions located within the Department of Agriculture, Trade and Consumer Protection. Positions allocated to this classification function as professional supervisors of a professional auditing program within one of the specialized agricultural program areas, such as grain, dairy, or trade practices. Positions in this classification meet the definition of supervisor in Wis. Stats. 111.81(19) as administered and interpreted by the Wisconsin Employment Relations Commission. This classification specification will not specifically identify every eventuality or combination of duties and responsibilities that currently exist, or those that result from changing program emphasis in the future. Rather, it is designed to serve as a framework for classification decision-making in this occupational area.

Classification decisions must be based on the "best fit" of the duties within the existing classification structure. The "best fit" is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This classification encompasses professional supervisory positions located within the Department of Agriculture, Trade and Consumer Protection. Positions allocated to this classification function as Section Chiefs and supervise a professional auditing program within one of the specialized agricultural program areas, such as grain, dairy, or trade practices.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions which do not meet the statutory definition of supervisor and/or management in Wis. Stats. 111.81(19) as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Positions which spend the majority of their time performing duties and responsibilities which are more appropriately classified as Financial Specialist Supervisor or Financial Supervisor duties.

3. Positions which are not located in the Department of Agriculture, Trade and Consumer Protection.

4. All other positions which are more appropriately identified by other classification specifications.

II. DEFINITIONS

AGRICULTURE AUDIT SUPERVISOR

Positions allocated to this classification function as Section Chiefs and supervise a professional auditing program within one of the specialized agricultural program areas, such as grain, dairy, or trade practices located in the Department of Agriculture, Trade and Consumer Protection. These positions supervise professional auditors and direct all audits and investigations within one of the statewide specialized program areas; supervise the audits and investigations of the largest and most complex entities, multistate and multinational corporations, or comparable entities; participate in developing or modifying the agency's rules, policies and procedures for the specialized program area; provide consultative financial, operational, and regulatory program-related services to the entities being audited; analyze, develop and install sophisticated accounting and auditing systems and procedures; analyze audited entities' general operating and management procedures and develop recommendations to improve the financial aspects of the general operation; and prepare exhibits and reports and appear as an expert witness at hearings or in court. Work is performed under general supervision.

III. QUALIFICATIONS

Professional training in accounting or auditing such as that which would be acquired by earning a Bachelor's Degree in accounting or auditing from an accredited post secondary college/university; or commensurate experience and training.

IV. ADMINISTRATIVE INFORMATION

A two level classification was created effective April 5, 1992 as a result of the Fiscal Survey (see Bulletin CC-321). The Agriculture Audit Supervisor 1 classification was abolished November 8, 1999 since that classification was no longer used (see Bulletin CLR/SC-105). Effective March 12, 2000, the Agriculture Audit Supervisor 2 classification was abolished and the Agriculture Audit Supervisor classification was created as part of the expansion of broadbanding (see Bulletin CLR/SC-109).

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