

Effective Date: March 12, 2000
Modified Effective: June 12, 2005
Modified Effective: June 30, 2013

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

DOT ENGINEERING CHIEF

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under s. ER 2.04, Wis. Adm. Code, for making classification decisions relative to professional civil and electrical engineering section chief positions located at the Department of Transportation. This classification specification is not intended to identify every duty which may be assigned to positions but is intended to serve as a framework for 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 classification 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; license or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This classification encompasses professional civil and electrical engineering positions located at the Department of Transportation which function as Sections Chiefs and have responsibility for program management, program planning, policy development and implementation, and program budgeting; line responsibility for program management; and supervisory responsibility for subordinate engineering supervisors and professional employees. Positions perform managerial engineering work in the planning, design, construction, operation, and maintenance of transportation facilities including, but not limited to, state highways, bridges, rest areas, and airports. Positions allocated to this classification may perform managerial civil or electrical engineering work of a professional nature in specialty areas such as traffic engineering, structural engineering, materials, research, lighting, or other modal specialty areas. Positions allocated to this classification must meet the definitions of management, professional employee, and supervisor, as defined in ss. 111.81(13), (15) and (19), Wis. Stats., respectively.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions that do not meet the statutory definition of professional employee, as defined in s. 111.81(15), Wis. Stats.
2. Positions that do not meet the statutory definition of supervisor, as defined in s. 111.81(19), Wis. Stats.

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3. Supervisory positions that do not perform predominantly executive and managerial functions, as defined in s. 111.81(13), Wis. Stats., in the field of civil or electrical engineering.
4. Positions not engaged in professional engineering practice as determined by the Department of Regulation and Licensing, ss. 443.04 and 443.05, Wis. Stats.
5. All other positions that are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Entrance into this classification is by competitive examination.

II. DEFINITION

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This is professional managerial work in the field of civil or electrical engineering at the Department of Transportation. Positions allocated to this classification function as Section Chiefs and are responsible for program management, program planning, policy development and implementation, program budget planning, and employee supervision within a program area. Positions provide professional assistance in the field of engineering for their respective program area, and develop and maintain effective working relationships within the agency and with local officials, legislators, business and industry representatives, and the general public. Work is performed under general supervision.

III. QUALIFICATIONS

Positions included in this series have duties and responsibilities of such a nature that it is required (by federal or state law or by position review and analysis) that the incumbent have one of the following:

- Registration as a Professional Engineer as determined by the Department of Safety and Professional Services per s. 443.04, Wis. Stats.;
- a specific record, issued by the professional engineering section of the Department of Safety and Professional Services, showing 4 years or more of experience in engineering work of a character satisfactory to the professional engineering section and satisfactory completion of the fundamentals of engineering exam;
- have graduated from a recognized college or university with a degree in a related engineering field such as electrical, mechanical, civil or environmental engineering ; OR
- have equivalent professional training and practical experience so as to be deemed a professional engineer as defined by the Department of Safety and Professional Services per s. 443.01, Wis. Stats. and also deemed to be qualified to engage in professional engineering practice as determined by the Department of Safety and Professional Services per s. 443.04 or 443.05, Wis. Stats.

Positions not having duties and responsibilities that require such credentials shall be allocated to a different classification series.

IV. ADMINISTRATIVE INFORMATION

This classification was created effective March 12, 2000, and announced in Bulletin CLR/SC-109, in order to identify positions located at the Department of Transportation which function as section chiefs and are responsible for administering and managing very complex multi-modal transportation programs. This classification replaces the Electrical Engineer Manager, DOT Civil Engineer Chief, and DOT Chief ITS Engineer classifications which were created effective October 12, 1997, and November 9, 1997, and

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abolished effective March 12, 2000 (see bulletins CC/SC-76 and -78 and CLR/SC-109). This classification was created as a result of the Office of Employment Relations' expansion of the broadband pay system. This classification was again modified effective June 12, 2005, and announced in Bulletin OSER-0065-MRS-SC to reflect changes as a result of the DOT agency reorganization to remove reference to a section chief for ITS Engineering.

The classification specification series was modified effective June 30, 2013 and announced in Bulletin OSER-0327-MRS/SC to reflect changes to the qualification language that better communicate the minimum qualifications that are required for positions in this series.

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