

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

LEMAY FORESTRY CENTER SUPERINTENDENT

I. INTRODUCTION

Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Adm. Code for making classification decisions relative to the administrative position located within the Department of Natural Resources responsible for administering the Department's forestry program located at the Neil H. LeMay Forestry Center.

II. DEFINITION

LEMAY FORESTRY CENTER SUPERINTENDENT

This is responsible administrative and supervisory work as defined in Wis. Stats., s. 111.81(19) at the LeMay Forestry Center, within the Department of Natural Resources' Bureau of Forestry. The position allocated to this classification functions as the Superintendent of the Center with responsibility for developing, implementing, and monitoring policies which govern the Bureau of Forestry's statewide fleet of wildfire fighting equipment and forestry site preparation equipment. Specific responsibilities of the position include: administration, evaluation and implementation of research, development and fabrication of the fire fighting fleet; setting the purchase and design specifications for all new equipment; completing manufacturing engineering duties related to reviewing and approving final construction drawings, establishing precise production specifications, and directing the development fabrication and testing of prototype fire management vehicles and tools; providing mechanical engineering solutions to solve fire prevention problems; setting the standard for evaluation and testing of fire fighting and forestry equipment; and maintaining active interagency involvement and communications at the state, regional and national level. Additionally, this position is responsible for developing and administering annual budgets for the Center's operation; purchasing, warehousing and distribution of equipment and supplies; developing the management plan for the Center's facilities; planning the research, development, fabrication and replacement of the bureau's wildfire fighting and forestry equipment, and supervising staff. Work is performed under the general supervision of the Section Chief.

III. QUALIFICATIONS

The general qualifications for this position are graduation from an accredited college or university with a bachelor's degree in engineering; or possession of an engineer-in-training certificate; or registration as a professional engineer by the Wisconsin Examining Board of Architects, Professional Engineers, Designers and Land Surveyors or eligibility therefore, or equivalent work experience. (Eligibility therefore if defined as registration in another jurisdiction in which the requirements for licensure are of a standard now lower than those in Wisconsin.)

Specific qualification for the position will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification was created effective April 12, 1998, and announced in Bulletin CC/SC-83 at the request of the Department of Natural Resources to identify the position functioning as the Superintendent of the LeMay Forestry Center and requires the incumbent to be eligible for certification as an engineer. Creation of this classification resulted in abolishment of the classification of LeMay Forestry Center Superintendent classification (class code 77440) which was also announced in Bulletin CC/SC-83.

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