

Effective Date: October 12, 1997

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

**HYDROGEOLOGIST
CLASSIFICATION SERIES**

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under Wis. Admin. Code ER 2.04 (2) for making classification decisions relative to present and future professional hydrogeologist positions located within the Departments of Natural Resources, Commerce, Health and Family Services, and Agriculture, Trade and Consumer Protection. Positions allocated to this series are responsible for providing professional hydrogeological expertise in carrying out the assigned program responsibilities. This classification specification will not specifically identify every eventuality or combination of duties and responsibilities of positions 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 definitions 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 series encompasses professional positions located at central, region and service center offices at the Departments of Commerce, Natural Resources, Health and Family Services and Agriculture, Trade and Consumer Protection. These positions devote the majority of their time to applying geological and hydrogeological aspects of land application/waste disposal and water supply well site selection, design, operation and performance; analyzing the fate of potential and actual contaminants in soil and groundwater and interaction between soil and other geologic materials, groundwater and surface water; designing monitoring systems, groundwater programs and the interpretation of groundwater and surface water monitoring and sampling results; and investigating and cleanup of groundwater contamination incidents. These positions also have responsibility for conducting and/or overseeing the preparation of groundwater related studies, guidelines, policies, procedures, criteria, codes and standards relating to geological and hydrogeological work activities; and coaching and/or training new staff and developing groundwater information and education programs.

C. Exclusions

Excluded from this classification series are the following types of positions:

1. Positions which have responsibility for general oversight or management of hydrogeologic and/or groundwater related project submittals from consulting firms, other government

agencies or other departmental program staff but who do not have the primary responsibility for the technical/scientific review, analysis and implementation of the projects in accordance with sound/ accepted hydrogeologic/groundwater related principles.

2. Positions which perform some responsibilities identified within this series and whose work activities affect groundwater, but do not perform this work the majority of their time.

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

D. Entrance Into and Progression Through This Series

Employees typically enter positions in this classification series by competitive examination. Progression to the Senior level will occur through reclassification. Progression to the Advanced level will typically occur through some form of competitive examination.

II. DEFINITIONS

HYDROGEOLOGIST

Positions work under close progressing to limited supervision. Principles and practices have been learned prior to entrance into this classification series. The emphasis is in developing skills in working with and/or understanding the program, state systems, user group(s) and the mechanics of the program; and developing an understanding and applying the statutes, rules, regulations, administrative code and standards required in the program area. Initial work assignments are well defined and short term in duration. Over time the work assignments become long term or short term with the employee expected to exercise independent judgment in determining specifics and priorities, as the objectives are progressively less clear. The positions may be in contact with outside entities and may have assignments which cross program lines depending on where the individual employee's performance level is determined. The supervisor reviews the work to determine the completeness or accuracy and adherence to policy.

HYDROGEOLOGIST-SENIOR

This is senior level Hydrogeologist work for positions functioning at the full performance level. Positions at this level assume an independent role in working with consultants, other governmental agencies, and/or department staff in evaluating sites and providing hydrogeologist expertise. These positions evaluate and approve work on complex sites often having programwide policy impacts. These positions function as: (1) project managers on large, complex sites which have a variety of contaminant from multiple sources, involve multiple program functions (i.e., wastewater, water supply, waste management) and agencies and use complicated methods of remediation; (2) central or region hydrogeologists serving as the hydrogeologist for a specific DNR program; or (3) positions at the Department of Commerce which are responsible for implementing the agency responsibility for the review and approval of environmental investigations, remedial designs and approaches, engineering modifications to already implemented systems and the approval for closure of sites with soil contamination.

HYDROGEOLOGIST-ADVANCED

Positions at this level have extensive authority in dealing with highly sensitive and complex hydrogeological issues which involve a high level of interpretation and creativity and have major impact on department actions and future decisions. Positions at this level function as: (1) DNR hydrogeologist responsible for handling all complex and controversial remediation and redevelopment sites within an assigned geographic area of the region and providing regionwide/statewide expertise in a specific complex hydrogeological area of remediation and redevelopment; (2) DNR waste management hydrogeologists responsible for providing geologic and hydrogeologic oversight for solid and hazardous waste facility plan review, construction, operation, closure, evaluation of facility performance and long term care and providing regionwide/statewide expertise in a

specific, complex hydrogeological area of waste management; (3) serve as the regionwide hydrogeologist providing regionwide expertise and coordinating and evaluation of the region's groundwater policy; or (4) a central office hydrogeologist with responsibility for serving as the statewide hydrogeological technical expert for a major program area with responsibility for developing statewide policies and technical criteria, drafting administrative rules and handling the most serious, complex and controversial hydrogeological cases.

III. QUALIFICATIONS

The qualifications required for these positions 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 series was created effective October 12, 1997 and announced in Bulletin CC/SC-74 to describe positions which perform professional level hydrogeologist work at the Departments of Natural Resources, Commerce and Agriculture, Trade and Consumer Protection. The creation of this classification series resulted from the Governor's Human Resource Reform Commission recommendation to simplify the classification system. This action resulted in the abolishment of the Hydrogeologist classification series (class codes 55101 through 55104).

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