

STATE OF WISCONSIN  
CLASSIFICATION SPECIFICATION

ENGINEER SUPERVISOR

I. INTRODUCTION

A. Purpose and Use of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Admin. Code, for making classification decisions relative to professional first line supervisory positions performing work as a professional engineer and supervising professional engineers. This classification is not intended to identify every duty which may be assigned to positions but is intended 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 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 represented positions; job evaluate 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 first line supervisory positions performing work as a professional engineer and supervising professional engineers. Positions allocated to this classification must meet the definitions of professional employee and supervisor, as defined in s. 111.81 (15) and (19), Wis. Stats., respectively, and the qualifications prescribed under Section III., below.

Fields of engineering represented by the professional supervisory classification include, but are not limited to: civil engineering, communications engineering, electrical engineering, environmental engineering, mechanical engineering, and structural engineering.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions which do not meet the statutory definition of supervisor, as defined in s. 111.81(19), Wis. Stats.
2. Positions which do not require that the incumbent perform professional engineering duties and be a professional engineer by background and training for the successful performance of the duties assigned the position, and positions which do not meet the qualifications specified in Section III.

3. Positions responsible for supervisor architectural and/or engineering positions responsible for managing architectural or engineering projects for state-owned buildings and or properties, or hospitals and residential care facilities regulated by the state (or in providing design assistance to communities) and are best described by the Capital Projects Supervisor classification specification.
4. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Entrance into this classification is by competition.

## II. DEFINITION

### **ENGINEER SUPERVISOR**

This is professional first line supervisory work in an engineering field. Positions allocated to this classification perform professional engineering work and directly supervise a unit of at least two (2) permanently assigned engineers performing engineering work in support of a major departmental program. Positions direct day to day activities of staff, ensuring compliance with established policies, procedures, and standards. Positions establish staff goals, analyze assigned programs or projects, provide technical guidance, and support higher level supervisors.

Positions identified in the representative positions, below, are positions that are specifically included in this classification and representative of the work that best describes positions allocated to this classification specification.

#### **Representative Positions:**

**Conservation Engineering Unit Leader, DATCP/Division of Agricultural Resource Management:**

Acting as the State Drainage Engineer, this position develops technical standards and manages training activities under the direction of the Conservation Engineering Section Chief. This position oversees the implementation of the state drainage and related programs, supervises staff, and assists the section chief with the administration of the section's programs as assigned.

**Natural Gas Safety Engineering Supervisor, PSC/Division of Energy Regulation:**

This position is responsible for managing and supervising the natural gas pipeline staff and operates under the direct supervision of the Gas Pipeline Safety Bureau Director. The position's responsibilities include: management of the Gas Pipeline Safety Program; enforcement of Gas Pipeline safety rules; provision of supervision, training, recruitment, etc., of unit staff; rule interpretation and oversee the investigation of consumer complaints; and related activities. This position will also be the liaison with the U.S. Dept of Transportation in the federal certification, inspection, and funding of the state's program.

**Electric Engineering Supervisor, PSC/Division of Energy Regulation:**

This position is responsible for managing and overseeing the review and assessment of electric utility regulatory project filings and operates under the direct supervision of the Electric Engineering Bureau Director. This position's responsibilities include: management and direction of utility engineering, construction, operations, planning, and related programs; engineering and policy analysis related to the Electric Industry; provision

of supervision, training, recruitment, etc., of unit staff; coordination of the review applications submitted for regulatory approval by electric utilities; and related activities.

### 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 experiences which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

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

The classification was created effective May 26, 2019 and announced in bulletin 0497-DPM-CC/SC, to create a first line professional engineer supervisory classification which requires the incumbent to be an engineer. This classification was specifically created for two first line supervisor positions at the Public Service Commission and one at the Department of Agriculture, Trade, and Consumer Protection, but allows for use by any state agency across multiple engineer disciplines.