

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

REVENUE ECONOMIST MANAGER

I. INTRODUCTION

A. 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 present and future professional supervisory and management positions located within the Department of Revenue's Division of Research and Policy. Positions allocated to this classification supervises and manages the work of Revenue Economist-Confidential positions. 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 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 and management positions, located within the Department of Revenue's Division of Research and Policy, which supervise a team of Revenue Economist-Confidential positions that conduct research and analysis of state and local tax policy; evaluate, model, and make recommendations pertaining to state aid and state shared revenue programs; develop revenue estimates and economic forecasts; and provide guidance to other executive and legislative agencies on economic conditions. Positions within this classification perform the full range of supervisor and management duties as defined in ss. 111.81(19) and (13), Wis. Stats.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions located outside of the Department of Revenue.
2. Positions that supervise and manage economist positions within operating agencies.

3. Positions which do not meet the statutory definitions of supervisor and management as defined in s. 111.81(19) and (13), Wis. Stats.
4. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Employees typically enter positions within this classification by competitive examination.

II. DEFINITION

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This classification encompasses professional supervisory and management positions, located within the Department of Revenue's Division of Research and Policy, which supervise a team of Revenue Economist-Confidential positions that conduct research and analysis of state and local tax policy; evaluate, model, and make recommendations pertaining to state aid and state shared revenue programs; develop revenue estimates and economic forecasts; and provide guidance to other executive and legislative agencies on economic conditions. Positions in this classification function under the general direction of the Division of Research and Policy Deputy Division Administrator.

Positions in this classification provide policy analysis to the Deputy Administrator, Administrator, and the Department of Revenue Secretary. Positions assign, review, and provide research projects, fiscal notes and revenue estimates as assigned; direct the completion of biennial and annual requirements relating to the assigned tax program areas; ensures the development, maintenance, and improvement of policy analysis tools and statistical databases; and represents the department in interagency, legislative, public, and other meetings when appropriate.

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 specification was created effective May 26, 2019 and announced in Bulletin DPM-0497-CC/SC, as a result of a personnel management review.

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