

STATE OF WISCONSIN
MULTI-CLASSIFICATION SPECIFICATION

**FOR ENGINEERS - DEPARTMENT OF NATURAL RESOURCES
SPECIFIC CLASSIFICATIONS LISTED IN INCLUSION STATEMENT**

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority [under Wis. Admin. Code ER 2.04] for making classification decisions relative to present and future professional engineering positions located within the Department of Natural Resources. Positions allocated to these series perform professional engineering functions within a specific Department of Natural Resources program. Positions allocated to these classifications perform duties that are professional in nature as defined in s. 111.81(15), Wis. Stats.

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 classification specification encompasses positions providing professional engineering duties and expertise for environmental and natural resources programs within the Department of Natural Resources. These positions devote the majority of their time and are primarily responsible for providing a full range of professional engineering expertise for an assigned engineering program within the Department of Natural Resources which are identified as an:

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Positions included in these series must meet the Qualifications prescribed under I.C.

C. Qualifications

Positions included in these series have duties and responsibilities of such a nature that it is required (by federal or state law or by position 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 civil, chemical, electrical, environmental, or mechanical engineering; or has successfully completed the DNR engineering equivalency examination;
- OR have equivalent professional training and practical experience so as to be deemed a professional engineer as defined in 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.

D. Exclusions

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

1. "Management" and "Supervisor" positions as defined in s. 111.81(13) and (19), Wis. Stats., and as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Employees who are not engaged for the majority of time in "Professional employee" work as defined in s. 111.81(15), Wis. Stats.
3. 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 tasks assigned to the position.
4. Positions which are not located at the Department of Natural Resources.
5. All other positions which are more appropriately identified by other classification specifications.

E. Entrance Into and Progression Through This Series

Employees enter positions within this classification series by meeting the qualifications under I.C. and by competitive examination. Progression through the series to the senior level will occur through reclassification. Progression to the advanced level will typically occur through some form of competitive examination.

II. DEFINITIONS

Section A describes the engineering classification levels within the Department of Natural Resources.

Section B, Classification and/or Functional Work Activities, describes the full range of duties performed at the senior level. [Senior Level is the level an employee can reasonably expect to obtain if he/she performs the full range of functional work activities.]

Employees may also perform the following types of duties, but they are usually performed at the Senior or Advanced levels:

1. **Lead Worker:** An employee who trains, assigns the work and reviews the work of other professional employees and which may also include technical employees.
2. **Project Leader:** An employee who has the responsibility for coordinating the work of another professional engineer(s) when a project requires two or more engineers for completion and which may also include other technical and professional employees. This function would last only as long as the project takes. An employee can be a project leader and a team member for another project simultaneously. **OR** A project leader can be an employee who has the responsibility of oversight of non-permanent, non-state, or contract engineers and related staff.

A. Levels

ENGINEER

Positions work under close progressing to limited supervision. Environmental and/or resource management engineering principles and practices have been learned prior to entrance to this series. The primary emphasis is in developing skills in working with and/or understanding the program, state systems, user group(s), and the mechanics of the program developing an understanding and applying the statutes, rules, regulations and administrative codes and standards in the program area. Positions receive specific guidelines and instructions on work assignments and the supervisor determines the priorities and provides clearly defined objectives. Work assignments are established by the supervisor on a short or long term basis as the employee progresses. Positions initially exercise little discretion in decision-making. Over time positions at this level make higher level contacts without the supervisors' direction and make decisions on items of a narrower scope and impact.

SENIOR

Positions work under general supervision. The work assignments the employee is expected to complete include the full range and scope of their specific program duties. The majority of the assignments are complex. Positions at this level have extensive authority in carrying out their assigned responsibilities involving independently implementing the assigned responsibilities. The work at this level requires a high degree of interpretation and creativity in evaluating engineering aspects of new technologies. These positions work to implement the departments customer service and partnership concepts. Positions at this level make decisions independent of supervisory oversight, with the work being reviewed after the decisions have been made.

ADVANCED

This is the objective level for positions under general policy review which provide advanced professional engineering expertise in their assigned program. Positions at this level function as the primary engineer for a specific aspect of a department program or function as a program engineer within an assigned geographic area. Engineer positions at this level perform the most complex, difficult, and advanced engineering work which includes multi- and cross-program/functional issues and which may include policy-making responsibilities. Employees at this level have engineering responsibilities which require continually high level contacts with public and private officials and engineers/engineering consultants on highly sensitive and complex engineering reviews. The engineering knowledge at this level includes a broader combination than found at the Senior level. Assignments are broad in scope and continually require the incumbent to use independent judgment in making professional engineering decisions. These positions are actively involved in developing customer service and partnership concepts. Positions at this level may function as lead workers, team leaders and/or serve as members of DNR teams actively participating in team decision-making. Positions at this level make independent decisions and perform work in response to program needs as interpreted by the employee with the work being reviewed after the decisions have been made.

B. Classification Series and Functional Work Activities**1. AIR MANAGEMENT ENGINEER**

Positions allocated to this classification series provide professional engineer functions within the Department of Natural Resources' Air Management program related to the evaluation of air permit applications; estimating air pollution emissions or effectiveness of control equipment; performing inspections to determine source compliance with air rules and regulations; investigating complaints; providing technical information; and/or designing, maintaining and repairing air pollution monitoring and data collection systems.

2. NATURAL RESOURCES ENGINEER

Positions allocated to this classification series provide professional engineering function within the Department of Natural Resources' Facilities and Lands Program related to the design, construction oversight and project management of natural resources related projects throughout the state. Responsibilities include project feasibility analysis, topographic surveying and mapping, engineering and architectural design, evaluation of consultant's engineering design, and contracting administration and construction inspection.

3. WASTE MANAGEMENT ENGINEER

Positions allocated to this classification series provide professional engineering functions within the Department of Natural Resources' Waste Management and Remediation and Redevelopment Programs related to the evaluation of engineering design, construction, and operation for existing and proposed solid and/or hazardous waste processing and disposal facilities; remedial action proposals/designs; oversight of field activities associated with the construction of remedial actions; consultation and providing technical assistance; development of technical guidance; and evaluation of new treatment technologies for the clean-up of sites.

4. **WASTEWATER ENGINEER**

Positions allocated to this classification series provide professional engineering functions within the Department of Natural Resources' Watershed Management Program related to the evaluation of wastewater treatment plant design, operation, and treatment techniques; preparation of wastewater discharge permits; enforcement of state water pollution control laws, response to complaints and emergencies that threaten public health and the environment; and provision of technical information and assistance to municipalities and industries in the operation of their wastewater treatment facilities and in facilities planning.

5. **WATER REGULATION AND ZONING ENGINEER**

Positions allocated to this classification series provide professional engineering functions within the Department of Natural Resources' Watershed Management, or Fisheries and Habitat Production programs related to the dam safety, floodplain, and water regulation programs. The work includes responsibility for determining the safety of large dams; reviewing and approving plans and specifications for structural and hydraulic adequacy and compliance; conducting and approving engineering floodplain and floodway studies; and conducting engineering analysis of permit applications.

6. **WATER RESOURCES ENGINEER**

Positions allocated to this classification series are responsible for providing professional engineering functions within the DNR to the Watershed Management Program related to the establishment of acceptable water quality based effluent limitations for all point source discharges to surface waters for both conventional and toxic pollutants; developing and interpreting complex computerized water quality, hydraulic, miting zone, lake, and sediment transport models for major river segments, developing statistical techniques for assessing toxicological data; assessing treatment technologies and capabilities in comparison to water quality needs; developing best management practices for non-point source control in rural and urban areas; and providing other specific engineering expertise for a specific sub-program within water resources (i.e., non-point source, lake management).

7. **WATER SUPPLY ENGINEER**

Positions allocated to this classification series provide professional engineering functions within the Department of Natural Resources' Drinking Water and Groundwater Program related to the evaluation and inspection of water system designs, operations, and treatment techniques; review of engineering plans and specifications for water supply systems; inspection of water systems to identify hazards; recommendation of improvements; enforcement of state and federal water supply laws and codes, and provision of technical assistance to municipal water system owners and operators and new and existing Department staff.

IV. ADMINISTRATIVE INFORMATION

These classification series were created effective October 12, 1997 and announced in Bulletin CC/SC-74 to describe positions which perform engineering work at the Department of Natural Resources. The creation of these 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 Air Management Engineer classification series (class codes 28101 through 28105), Natural Resources Engineer (class codes 27101 through 27105), Waste Management Engineer (class codes 27801 through 27805), Wastewater Engineer (class codes 27201 through 27205), Water Regulation & Zoning Engineer (class codes 27901 through 27905), Water Resources Engineer (class codes 28001 through 28005), and Water Supply Engineer (class codes 27401 through 27405).

The classification specification series was modified effective June 30, 2013 and announced in Bulletin OSER-0327MRS/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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