



**NORTH DAKOTA
CLASS DESCRIPTION**

ND Human Resource Management Services
Phone: (701) 328-3290

Class Code(s): 2053
2054

WATER RESOURCE ENGINEER MANAGER

Individuals assigned to positions in this series are responsible for the administration (or assisting in the administration) of a division of the North Dakota Water Commission. Responsibilities include developing policies and procedures for work performed within the division; developing and recommending new and interpreting and implementing existing engineering policy relating to water programs and projects; directing the activities of subordinate technical, professional, and administrative personnel. Develops standards for evaluating and evaluates the performance of work by subordinates. Plans and schedules program/project assignments to ensure availability of personnel, equipment, and material. Evaluates division activities to ensure meeting department objectives and goals. Coordinates activities of work units within the division and other divisions. Meets with and provides information to other offices, agencies, political subdivisions, and the public. Performs other related duties as assigned.

The levels in this series are based on responsibilities assigned to the positions. The actual level is determined by analysis and evaluation of responsibilities as reflected in provided documentation. Only the elements that distinguish levels of increased complexity, accountability, and/or knowledge, skill, or ability requirements will be considered in assigning grade levels. No specific task or combination of tasks should be construed to mean any one of the specific levels.

MINIMUM QUALIFICATIONS FOR ENTRY TO SERIES:

Requires a bachelor's degree in engineering, three years of supervisory or administrative engineering experience, and eligibility for registration as a professional engineer in North Dakota (registration to be obtained within six months of appointment).

WATER RESOURCE ENGINEER MANAGER I

2053

GRADE O

Responsibilities associated with this class consist of duties that will vary depending on circumstances and require substantial analysis in selecting the appropriate procedures, processes, or methods for accomplishing the work. Decisions require the application of learned concepts and/or theories to accomplish a broad range of activities. Guidelines are available within the work area but require some interpretation and/or adaptation for application to specific cases or problems associated with assigned duties. Management responsibility includes directing the work of others involved in activities of diversified functions and generally working toward a single goal or multiple goals of a similar nature. Duties will be planned and accomplished under general guidance and direction and require coordination, policy interpretation, and individual initiative to resolve problems or conflicts that may arise. Responsibilities include making final decisions affecting organizational goals and objectives and providing control of the outcome of those decisions.

DESIRABLE LEVEL OF KNOWLEDGE, SKILL, AND ABILITY:

Knowledge of the principles, concepts, and methodology needed to perform and/or direct duties associated with water resource engineering. Requires knowledge, skill, and ability generally acquired and developed through formal education, extensive training, and relevant experience in work of an equivalent type and complexity. A high degree of interpersonal skill is required to be able to communicate with, motivate, and/or change behavior of others in the satisfactory performance of duties and responsibilities.

WATER RESOURCE ENGINEER MANAGER II

2054

GRADE R

Responsibilities associated with this class consist of duties involving different functions with various circumstances that require continuing efforts to establish concepts or theories to resolve problems of an unyielding nature. Guidelines are available within the work area but require some interpretation and/or adaptation for application to specific cases or problems associated with assigned duties. Management responsibility includes directing the work of others involved in activities of diversified functions and generally working toward a single goal or multiple goals of similar nature. Duties will be planned and accomplished under general guidance and direction and require coordination, policy interpretation, and individual initiative to resolve problems or conflicts that may arise. Responsibilities include making final decisions affecting organizational goals and objectives and providing control of the outcome of those decisions.

DESIRABLE LEVEL OF KNOWLEDGE, SKILL, AND ABILITY:

Knowledge of the principles, concepts, and methodology needed to perform and/or direct duties associated with water resource engineering. Requires knowledge, skills, and abilities generally acquired and developed through formal education, extensive training, and relevant experience in work of an equivalent type and complexity. Responsibilities include making final decisions affecting organizational goals and objectives and providing control of the outcome of those decisions. A high degree of interpersonal skill is required to be able to communicate with, motivate, and/or change behavior of others in the satisfactory performance of duties and responsibilities.

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