NEW AUG 0 = 1987

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Design Engineer 3	CODE: 85423C
	MAJOR AGENCIES: County Offices, Universities	JURISDICTION: County, Univ.

FUNCTION: Under supervision from assistant deputy director or chief engineer, reviews drawings & plans for adequacy feasibility & gives final approval; supervises subordinates &/or section(s) doing same; administers all matters related to operation of unit/bureau (budget, payroll, etc.); aides supervisor & acts in his stead when necessary; -PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	42-62	Reviews drawings for final approval before construction; approves change orders, designs changes for projects underway & approves material for project; reviews plans for adequacy, feasibility & conformance to criteria (includes reporting on all, or part of review); studies & resolves problems encountered during construction (involves confering with other engineers, interpreting policy to district offices, etc.); may design computer programs.	Knowledge of (1) office practices*, (2) civil &/or structural engineering; ability to (3) understand practical field of study, (4) use algebra & trigonometry, (5) understand technical manuals & government regulations, (6) gather & collate data & classify information.
2	12-32	Supervises section(s) within bureau; assigns work to squad leaders; trains personnel & initiates all personnel actions; supervises preparation of standardized drawings, specs &/or design directives; supervises review of contractor plans for approval.	Knowledge of 1*, 2, (7) management, (8) supervisory techniques, (9) office management; ability to 3, 4, 5, 6.
3	16-36	Administers &/or assist in administration of sections or bureaus; includes attending meetings on policy, budget & other payroll matters; certifies leave documents, requisitions, invoices, etc.; implements new policies or procedures by new program development or adjustment; replies to all pertinent correspondence; communicates with other agency or department officials.	Knowledge of 1*, 2, 7, 8, 9; ability to 3, 4, 5, 6.

(1239)

123:1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:	MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*	TRAINING & DEVELOPMENT:

FORM ADM-4134

CLASS TITLE	CODE:
Design Engineer 3	85423C