NEW AUG 0 2 1987

OHIO CLASSIFICATION SPECIFICATION
Developed for Equal Opportunity

CLASS TITLE: Project Engineer 4

CODE: 85514 C

MAJOR AGENCIES: County Offices, Universities

JURISDICTION: Cnty., Univ.

FUNCTION: Under general supervision from engineer, functions as section chief, supervising design & test activities &/or designing, checking or reviewing designs or plans; administers unit activities; advises & counsels engineers or contractors on policies, procedure & programs; carries out tests to assure structures & materials meet state specifications; PERFORMS RELATED DUTIES AS REQUIRED.

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	9-29	Supervises performance of designing & testing functions; assigns workload, evaluates performance, reviews & approves final product, controls quality & standardization of test procedures, etc.; supervises site inspections; orients & trains new employees, conducts in-service seminars; maintains all pertinent records; reviews & authorizes requisitions & material orders.	Knowledge of (1) supervisory techniques, (2) office practices & procedures*, (3) civil, soils, traffic engineering; ability to (4) understand practical field of study, (5) use trigonometry, (6) understand technical manuals & instructions, (7) gather, collate data, (8) establish friendly atmosphere as unit supervisor.
2	28-48	Drafts design plans to graphically show proposed structure (may include emergency plan changes); designs &/or checks design of proposed or completed structures; reviews consultants' plans; performs engineering calculations on all plans/designs for review purposes; writes specifications for projects; prepares contract plans for field use, standard design data & drawings; reviews change orders; reads, studies & prepares reports.	Knowledge of 1, 2*, 3; skill in (9) use of electronic calculator; ability to 4, 5, 6, 7, 8.
3	17-37	Administers unit activities; implements departmental policies & guidelines on unit activity; aids districts in policy interpretation; budgets for unit activity; monitors records on inventory, sick leave, vacation, & travel; assists in policy development; advises & counsels districts, contractors, engineers, officials, etc., on matters pertinent to unit; resolves complaints from public; gives lectures & seminars on programs.	Knowledge of 1, 2*, 3, (10) budgeting, (11) management; ability to 4, 5, 6, 7, 8.
4	6-26	Conducts in-house tests & inspections; rates bridges, rigid pavement structures, portland concrete, etc., to determine safety, maintenance needs &/or conformance to state specifi-	Knowledge of 1, 2*, 3, 10, 11; skill in 9; ability to 4, 5, 6, 7, 8.

(1234)

123.1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*

TRAINING & DEVELOPMENT:

FORM ADM-4134

CLASS TITLE: Project Engineer 4

CODE: 85514 C

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OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Project Engineer 4	CODE: 85514 C
	MAJOR AGENCIES: County Offices, Universities	JURISDICTION: Cnty., Univ.

FUNCTION:

-PERFORMS RELATED DUTIES AS REQUIRED.

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
4	6-26	cations; checks temporary bridges &/or plans prepared by contractors for safety & accuracy; keeps track of pertinent research; develops & maintains computer programs; assists in research projects.	

(1249)

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:
Project Engineer 4	85514C