

Benton County Classification Specifications

| <b>Classification Series/Occupational Group:</b> Technical<br><b>Classification Title:</b> Technical Specialist<br><b>DBM Range:</b> B21-B25<br><b># of Subgrades:</b> 5<br><b>FLSA:</b> Non-exempt |  | <b>Class Description:</b> Incumbents in the Technical series represent individual contributors providing a variety of mission-critical technical functions for the County. Incumbents may serve as subject matter experts in a variety of professions and/or technical fields or provide for the ongoing administration of a single, specialized County program and/or service offering. This class is the first of two broad levels in the Technical series. This is a broad classification encompassing incumbents responsible for providing technical and/or specialized services essential to the County's ongoing internal and external operations in the areas of information technology, GIS, engineering, property appraisals, compliance, inspections, and environmental health. Incumbents possess and apply intermediate to advanced skill to assigned area by adapting procedures, processes and techniques as necessary to accomplish the requirements of the position. Specific duties could include; trouble shooting and resolving hardware and software issues; conducting environmental and building inspections; preparing AutoCAD drawings of properties and utilities; conducting property appraisals and determining exemptions; and maintaining health certifications. Exact assignments and responsibilities will vary in accordance with the following competency levels: |  |   |   |
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| Characteristics   | Work Diversity   | Complexity   | Knowledge  | Responsibility  | Classification Level Distinctions   |
| Subgrade 1  | <b>Homogenous:</b> Major job responsibilities are considered relatively homogenous requiring the application of similar knowledge, skills and abilities.   | <b>Standard:</b> Most difficult job responsibilities typically performed for 30% or less of the employee's time. Additional time may be dedicated to duties that are of a lower complexity.  | Possesses and applies a broad knowledge of techniques, procedures and processes of a particular field of specialization to the completion of difficult assignments for a defined area.                   | Works under close to moderate supervision and follows standard procedures and practices to accomplish assigned work.          | Applies intermediate skills and may develop advanced skill using established methods, equipment and techniques; work is routine and instructions are usually detailed.  |
| Subgrade 2  | <b>Mixed:</b> Major job responsibilities exhibit a moderate degree of diversity often requiring the application of divergent areas of knowledge, skills and abilities.   | <b>Moderate:</b> Most difficult job responsibilities generally account for 30%-60% of the employee's total work time.  | Possesses and applies a comprehensive knowledge of techniques, procedures and processes of one or more areas of specialization to the completion of assignments impacting a moderate area of the County. | Usually works with limited supervision. Assignments are broad in nature, requiring some originality and ingenuity.            | Applies some advanced skills to the position or specialization; may adapt procedures, processes, tools, equipment and techniques to meet the more complex requirements of the position.   |
| Subgrade 3  | <b>Heterogeneous:</b> Major job responsibilities require the application of varying and diverse knowledge, skills and abilities. Job responsibilities may require the knowledge of multiple technical functions. | <b>Significant:</b> 60% or more of the employee's time is dedicated to responsibilities that are commonly considered to be the most difficult part of the job.   | Possesses and applies an advanced knowledge of particular field of specialization to the completion of projects and assignments of major complexity impacting significant parts of the County.           | Plans and conducts assignments with minimal oversight and/or review. Recommends major changes in procedures to assigned area. | <p>Applied advanced skills to the position or specialization; adapts procedures, processes, tools, equipment and techniques to accomplish the requirements of the position.</p> <p>Incumbents rely on experience and judgment to plan and accomplish assigned tasks. Assignments reflect substantial variety and complexity and generally require some ingenuity and originality. Incumbents may serve as a resource to others in the resolution of complex issues and problems.</p> <p><b>Examples of duties:</b><br/> <u>Trains others, provides technical and functional supervision, review and approve the work of other related positions.</u><br/> <u>Work may require industry certification(s), specialized study, or significant experience.</u><br/> <u>May conduct industry specific research and analysis.</u></p> |
| Subgrade 4  | <b>Heterogeneous:</b> Major job responsibilities require the application of varying and diverse knowledge, skills and abilities. Job responsibilities may require the knowledge of multiple technical functions. | <b>Significant:</b> 60% or more of the employee's time is dedicated to responsibilities that are commonly considered to be the most difficult part of the job.   | Possesses and applies an advanced knowledge of particular field of specialization to the completion of projects and assignments of major complexity impacting significant parts of the County.           | Plans and conducts assignments with minimal oversight and/or review. Recommends major changes in procedures to assigned area. | <p>Applied advanced skills to the position or specialization; adapts procedures, processes, tools, equipment and techniques to accomplish the requirements of the position.</p> <p>Incumbents rely on experience and judgment to plan and accomplish assigned tasks. Assignments reflect substantial variety and complexity and generally require some ingenuity and originality. Incumbents may serve as a resource to others in the</p>   |

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|            |  |   |   |  | <p>resolution of complex issues and problems.</p> <p>Positions at this level are regarded as the expert in more than one technical area of their occupation.</p> <p>Serve as professional expert in multiple areas of specialized work for the occupation.</p> <p>Includes Building Inspector/Plans Examiner positions with state or ICC equivalent certifications in: Inspector, Residential Structural Inspector, Residential Mechanical Inspector, Residential Plans examiner, Manufactured Structure Installation Inspector, A-level Mechanical Inspector, A-level Structural Inspector, either Residential Plumbing Inspector or Residential Electrical Inspector or Electrical Inspector or Commercial Plumbing Inspector.</p> <p><b>Examples of duties:</b><br/> <u>Trains others, provides technical and functional supervision, review and approve the work of other related positions.</u><br/> <u>Work may require industry certification(s), specialized study, or significant experience.</u></p> |
| Subgrade 5 | <p><b>Heterogeneous:</b> Major job responsibilities require the application of varying and diverse knowledge, skills and abilities. Job responsibilities may require the knowledge of multiple technical functions</p> | <p><b>Significant:</b> 60% or more of the employee's time is dedicated to responsibilities that are commonly considered to be the most difficult part of the job.</p> | <p>Possesses and applies an advanced knowledge of particular field of specialization to the completion of projects and assignments of major complexity impacting significant parts of the County.</p> | <p>Plans and conducts assignments with minimal oversight and/or review. Recommends major changes in procedures to assigned area.</p> | <p>This level reserved for Building Inspector/Plans Examiners:</p> <p>Lead worker or positions requiring: A-level Mechanical Inspector or ICC Equivalent, A-level Structural Inspector, Residential Plumbing Inspector, Residential Electrical Inspector, A-level Plan Review and Fire/life Safety <b>or</b> A-level Mechanical Inspector, A-level Structural Inspector, Commercial Electrical Inspector, Commercial Plumbing Inspector <b>or</b> ICC Master Code Professional and Oregon Residential Plumbing and Electrical Inspector.</p>   |