Positions in this job are primarily engaged in engineering, architectural/building design, or facility and space planning activities. To accurately classify a position, specific supporting examples of a position’s primary duties and responsibilities in terms of scope, impact and complexity should be provided.

<table>
<thead>
<tr>
<th>Level</th>
<th>FC1</th>
<th>FC2</th>
<th>FC3</th>
<th>FC4</th>
</tr>
</thead>
</table>
| **Level Overview** | • Grandfathered positions may be reclassified to CL / TE / SS support positions when the position becomes vacant. No new positions in this job family will be slotted at this level / grade.  

*These professional positions are all classified as PAO (Professional Overtime Non-Exempt).* | • A professional contributor in instrument or facility design without full authority to deviate from established protocols.  
• Has good grasp of professional principles and skills.  
• Knows and effectively uses fundamental concepts, practices, and procedures.  
• Work is of limited scope, typically on smaller, less complex projects/assignments or providing support for larger projects/assignments.  
• Assists in fact finding.  
• Errors generally are limited to unit operations.  
• May be first line supervisors, often of support staff. | • Fully competent and productive professional contributor, working independently on progressively more complex projects/assignments.  
• The work may involve program ownership.  

*This is intended by design to cover an extensive span of professional work.*  
• Responsibilities are of a professional or highly analytical nature.  
• Jobs may have significant technical requirements with a high level of accountability.  
• Errors may have impact beyond operations but normally are caught and/or corrected prior to signification impact.  
• May train and direct work of junior staff. | • Generally responsible for managing a department or major function within a department with staff responsibility.  

---OR---  
• Will manage highly complex processes or have diverse and complex responsibilities such as: people or financial management, external relationship development, project/process leadership.  

*This must be the primary purpose of the position, not a sporadic assignment. Focus of management is more frequently operational than strategic. The depth of the organizational structure may impact this.*  
• Frequently contributes to management strategy.  
• Establishes priorities; assigns functions; maintains quality control.  
• Errors may have significant impact on operations and/or profits within the organization.  
• Provides total management and expert guidance to lower level staff. |
| **Decision Making** | • Works in compliance with established procedures. Identifies and resolves readily identifiable problems.  
• Makes decisions within established guidelines and policies. Refers the most difficult situations to supervisor for guidance.  
• Nature of work requires supervision; exercises limited judgment.  
• Work typically involves regular process checks or review of output by a coworker and/or supervisor. | • Performs full range of professional level work that typically requires more complex and less clearly-defined issues.  
• Identifies problems then solutions then takes appropriate action to resolve.  
• Nature of work requires significant independence.  
• Receives guidance only on unusual, complex problems/ | • Has latitude to make operational/procedural decisions within broadly defined parameters.  
• Decisions require a high level of judgment.  
• Guidance from higher management limited to expected outcomes.  
• Generally requires higher managerial approval for policy and/or fiscal variances. |
<table>
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<tbody>
<tr>
<td>Characteristic Duties</td>
<td>Assists in planning and coordinating use of space and facilities; develops plans to maximize capacity.</td>
<td>Performs a variety of engineering and design work; acts as technical resource to other staff and researchers; plans and designs equipment, building systems and interiors.</td>
<td>Manages construction, renovation or design projects; integrates related engineering elements for development of construction documents.</td>
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<td></td>
<td>Participates in planning and designing interiors; prepares drawings, establishes specs, and provides estimates.</td>
<td>Oversees production, installation, and maintenance of specialized systems and equipment.</td>
<td>Monitors projects to ensure compliance with contractual plans.</td>
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<tr>
<td></td>
<td>Assists in design and planning of building systems, and distribution systems; creates installation schematics.</td>
<td>Develops cost estimates and specifications.</td>
<td>May serve as lead or senior licensed engineer/architect and supervise professional staff.</td>
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</tr>
<tr>
<td></td>
<td>Develops, and fabricates equipment from descriptions and sketches.</td>
<td>Oversees and ensures compliance with building codes and other regulations.</td>
<td>Signs off on formal plans.</td>
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<td>Assimilates data and prepares information for budget planning.</td>
<td>Works with contractors.</td>
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<td>Provides on-site consultation.</td>
<td>May supervise support staff.</td>
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<tr>
<td>Minimum Education/ Experience (or equivalent)</td>
<td>Bachelors and 0-2 years (or equivalent; Interior Designer position may require license)</td>
<td>Bachelors and 2-5 years</td>
<td>Bachelors plus 5-8 years (licensed Engineer/Architect)</td>
<td></td>
</tr>
</tbody>
</table>
## Level Overview

- Typically manages multiple departments.

---OR---

- Responsible for a large unit / dept or multiple functions with a mostly strategic focus.

*Focus of management at this grade is more frequently strategic than operational. The depth of the organizational structure may impact this.*

- Determine organizational design.
- Often makes final decisions on major in-sourcing / outsourcing.
- Develops and manages strategic long range plans and budgets for functional areas or significant projects.
- Analyzes the effectiveness of and establishes future direction for functional policies and programs.
- Aligns policies, products, and development efforts with strategies.
- Errors may have significant impact on operations and / or profits within the organization.

## Decision Making

- Typically involved in, if not the initiator of establishing policies, procedures and practices with major impact.
- Has latitude in decision making.
- Decision making is based on the analysis of problems with little precedent.

## Characteristic Duties

- Manages an engineering department; responsible for engineering services related to capital project design and operational support.
- Supervises engineering staff; leads and sets priorities.
- Exercises control over budgets for engineering services and projects.

## Minimum Education/Experience (or equivalent)

- Bachelors plus 5-8 years (licensed Engineer/Architect), and 3 years management experience.