

State of Wisconsin

OFFICE OF STATE EMPLOYMENT RELATIONS

DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

Date: September 4, 2005

Subject: Miscellaneous Classification Plan Changes

Locator No: OSER-0078-MRS/SC

Pursuant to s. 230.09, Wis. Stats., the Director of the Office of State Employment Relations (OSER) has approved the classification plan changes identified on this bulletin. Regardless of the actual notification date, the **effective date is September 4, 2005**, unless otherwise stated.

- 1) ***Abolish*** the **LTS Administration Section Chief** classification, **effective September 4, 2005**, as this was a one position classification and due to a reorganization at DHFS, this classification is no longer used. The section chiefs are now classified as Human Services Supervisors. The affected agency will process any necessary reallocation notices. Questions may be directed to Diane Siegler at (608) 267-0408.
- 2) ***Change the FLSA status*** of the **Pharmacy Technician Supervisor** classification, **effective September 4, 2005**, for permanent employees from non-exempt to exempt. This classification was incorrectly coded as non-exempt when the classification was created. No reallocation notices are necessary for this action. Questions may be directed to Diane Siegler at (608) 267-0408.
- 3) ***Create*** the **Histology Technician Supervisor** classification, **effective September 4, 2005** for the UW-Madison State Lab of Hygiene for supervisors who are qualified to supervise and do the histology work required in the state lab. No reallocation notices are necessary for this action. Questions may be directed to Pat Waterman at (608) 266-8149.
- 4) ***Modify*** the **Customer Services Director** classification specification, **effective September 4, 2005**, to change the Office of Customer Services to the Bureau of Customer and Technology Marketing Services due to a reorganization. No reallocation notices are necessary for this action. Questions may be directed to Denise Kohout at (608) 266-0712.
- 5) ***Modify*** the **Financial Specialist 1** classification specification, **effective September 4, 2005**, to remove a reference to a representative position. No reallocation notices are necessary for this action. Questions may be directed to Tammy Haack at (608) 266-8232.
- 6) ***Modify*** the **Laboratory Technician Support Supervisor** classification specification, **effective September 4, 2005**, to remove the references to the Histology Laboratory supervisory work. No reallocation notices are necessary for this action. Questions may be directed to Pat Waterman at (608) 266-8149.
- 7) ***Modify*** the **Tribal Services Coordinator** classification specification, **effective September 4, 2005**, to expand the definition to allow any agency to use the classification. No reallocation notices are necessary for this action. Questions may be directed to Leean White at (608) 267-0344.

Internet Availability:

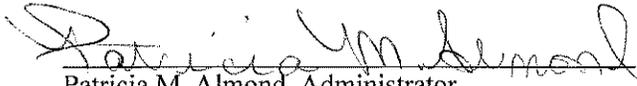
The target date for the availability of classification specifications from this bulletin on the OSER Web Page is September 19, 2005. This is the only notification DMRS will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Debra Bower at (608) 267-5162.

Alphabetical Listing of Classifications:

The Alphabetical Listing of Classifications (Alpha List) is also available on the OSER Web Page at <http://oser.state.wi.us/docview.asp?docid=1425>. The Alpha List is updated monthly after classification plan changes are implemented. The date of the last update is listed at the top of the document. Please contact Debra Bower at (608) 267-5162 if you have any questions about information contained in the Alpha List.

Contact Points:

Questions may also be directed to the appropriate consultant at the OSER Fax number (608) 267-1000 or by e-mail at (using the consultant's name) firstname.lastname@oser.state.wi.us.



Patricia M. Almond, Administrator
Division of Merit Recruitment and Selection

| Classification | Class Code | Pay Range | Unit Code | EEO Cat. | FLSA | FLSA | | CIC Code |
|---|------------|-----------|-----------|----------|------|----------|-----------|----------|
| | | | | | | LTE Code | Job Group | |
| <u>ABOLISH</u> | | | | | | | | |
| 1) LTS Administration Section Chief | 49530 | 81-02 | 98 | 2 | E | N | 003 | 022 |
| <u>CHANGE FLSA STATUS</u> | | | | | | | | |
| 2) Pharmacy Technician Supervisor | | | | | | | | |
| OLD | 36420 | 81-04 | 16 | 3 | N | N | 134 | 208 |
| NEW | 36420 | 81-04 | 16 | 3 | E | N | 134 | 208 |
| <u>CREATE</u> | | | | | | | | |
| 3) Histology Technician Supervisor | 35020 | 81-04 | 16 | 3 | E | N | 147 | 203 |
| <u>MODIFY</u> | | | | | | | | |
| 4) Customer Services Director | 19920 | 81-03 | 17 | 2 | E | N | 187 | 323 |
| 5) Financial Specialist 1 | 00101 | 02-09 | 02 | 6 | N | N | 202 | 337 |
| 6) Laboratory Technician Support Supervisor | 34520 | 81-05 | 16 | 3 | E | N | 147 | 225 |
| 7) Tribal Services Coordinator | 52810 | 12-08 | 12 | 2 | E | N | 112 | 174 |

Note: Agencies are reminded to record relevant changes in the Job Group Listings distributed by the Division of Affirmative Action.

Effective Date Items 1-7: September 4, 2005