State of Wisconsin

OFFICE OF STATE EMPLOYMENT RELATIONS

DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

Date:	May 14, 2006	**Subject:**	Miscellaneous Classification Plan Changes
Locator No:	OSER-0093-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 May 14, 2006,** unless otherwise stated.

1) ***Abolish*** the classifications of **ADD Program Specialist; Agricultural Engineer Supervisor; Aircraft Pilot Supervisor; Animal Health Investigator Supervisor; Archeologist Management; Archival Supervisor; Chief, Fire Prevention Section; Corrections Classification Supervisor; Director, Office of Deaf and Hard of Hearing; Director, Retirement Research; Director, Space Planning and Leasing; Experiential Recreation Coordinator; Fire Management Officer; Gaming Veterinarian Supervisor; Institution Complaint Supervisor; Manufacturing Engineer Consultant; Manufacturing Engineer Management Supervisor; Military Affairs Administrative Support Supervisor; Private Sector Industries Coordinator; Program Assistant Supervisor-Confidential; Property Assessment Field Supervisor; Records and Forms Officer-DHFS; Regulatory Operations Supervisor; Research Manager; Retail Operations Manager-UW Eau Claire; Sign Language Interpreter Confidential; Supervisor, Childrens Living; Telecommunications Engineer Manager; Veterans Claim Supervisor; Veterans Grants Supervisor; Veterans Loan Supervisor; Volk Field Training and Services Director;** and **Word Processing Supervisor, effective May 14, 2006,** in an effort to simplify the classification system. These classifications are vacant and are not anticipated to be used in the future. No reallocation notices are necessary for these actions. If agencies do experience a need to re-create one of the classifications listed above in the future, please contact your agency's DMRS HR Consultant for assistance. Questions about the abolishment may be directed to Leean White at (608) 267-0344.

2) ***Abolish*** the **Asbestos Worker-Lead; Bricklayer/Mason-Lead; Carpenter-Lead; Electrician-Lead; Elevator Constructor-Lead; Glazier-Lead; Painter-Lead; Plasterer-Lead; Plumber-Lead; Sheet Metal Worker-Lead; Steamfitter-Lead; Terrazzo & Tile Setter-Lead;** and **Welder-Lead** classifications, **effective May 14, 2006**, to combine the trades "lead" into one classification for simplification and replace those titles by ***creating*** the **Craftsworker-Lead** classification. This classification change parallels language contained in the collective bargaining agreement covering these classifications. Reallocation notices necessary for this action will be processed by the affected agency(s). Questions may be directed to Jean Fillner at (608) 266-2705.

3) ***Modify*** the **Asbestos Worker; Bricklayer/Mason; Carpenter; Electrician; Elevator Constructor; Glazier; Painter; Plasterer; Plumber; Sheet Metal Worker; Steamfitter; Terrazzo & Tile Setter;** and **Welder** classification specifications, **effective May 14, 2006**, to reflect up-to-date job duties. The modification is intended to more clearly distinguish between the skilled work performed by professional trades positions and the semi-skilled work performed by blue collar positions. No reallocation notices are required for this action. Questions may be directed to Jean Fillner at (608) 266-2705.

4) ***Modify*** the **Administrative Program Management Supervisor** classification specification, **effective May 14, 2006**, to delete allocations for Benefits Unit Manager and Payroll Unit Manager for HRIS and create allocations for UW Benefits Manager and UW Payroll Manager, as a result of the UW System HRIS project being cancelled. The University of Wisconsin will process necessary reallocation notices for this action. Questions may be directed to Dean Paynter at (608) 266-1014.

5) ***Modify*** the **Engineering Technician-Transportation** classification series specification, **effective May 14, 2006**, to reflect organizational changes within the Department of Transportation that create regions, add lower-level allocations, modify higher level allocations and accurately reflect work being performed by employees working in utilities, signing and other permitting areas. No reallocation notices are necessary for this action. Questions may be directed to Kris Chilsen at (608) 266-7569.

6) ***Modify*** the **Financial Specialist** classification series specification, **effective May 14, 2006**, to remove a representative position under the Financial Specialist 4 classification. No reallocation notices are necessary for this action. Questions may be directed to Leean White at (608) 267-0344.

7) ***Modify*** the **Landscape Architect** classification series specification, **effective May 14, 2006**, to remove the reference to use within specific agencies, to include additional representative positions, and to clarify registration by the Department of Regulation and Licensing is a requirement upon appointment. No reallocation notices are necessary for this action. Questions may be directed to Jackie Koeller at (608) 266-0712.

8) ***Modify*** the **Revenue Agent** classification series specification, **effective May 14, 2006**, to reflect the addition of an allocation dealing with motor vehicle duties. The affected agency will process necessary reallocation notices for this action. Questions may be directed to Leean White at (608) 267-0344.

9) ***Modify*** the **Tax Representative** classification series specification, **effective May 14, 2006**, as a result of a classification study conducted by the Department of Revenue that resulted in the update of allocation patterns, organization structures, reporting relationships and duties of the positions. The affected agency will process necessary reallocation notices for this action. Questions may be directed to Leean White at (608) 267-0344.

10) ***Modify*** the **Transportation Customer Representative 1-4-Lead** classification series specification, **effective May 14, 2006**, to reflect an additional allocation of work at the TCR 2 level, three additional allocations of work at the TCR 3 level and to modify one allocation at the TCR 4 level for regulatory changes and programmatic changes impacting work being performed for administrative suspensions, accident records, reference point coding and electronic processing for dealers. No reallocation notices are necessary for this action. Questions may be directed to Jackie Koeller at (608) 266-0712.

11) ***Modify*** the **UW Administrative Program Supervisor** classification specification, **effective May 14, 2006**, to add an allocation for UW Madison's Manager of Distribution. The University of Wisconsin will process necessary reallocation notices for this action. Questions may be directed to Dean Paynter at (608) 266-1014.

12) ***Reassign the pay range*** of the **Optometrist** classification, **effective May 14, 2006**, in accordance with the provisions of the labor agreement. The affected agency will process necessary reallocation notices. 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 website is May 12, 2006. 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 website 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 DMRS Fax number (608) 267-1000 or by e-mail at (using the consultant's name) Firstname.Lastname@wisconsin.gov.

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

	Classification	Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	FLSA LTE Code	Job Group	CIC Code
ABOLISH									
1)	ADD Program Specialist	07920	81-03	18	2	E	N	019	013
	Agricultural Engineer Supervisor	28320	81-03	17	2	E	N	028	054
	Aircraft Pilot Supervisor	80220	81-03	17	3	E	N	149	226
	Animal Health Investigator Supervisor	70220	81-04	16	3	E	N	293	489
	Archeologist Management	57340	81-03	18	2	E	N	108	169
	Archival Supervisor	57120	81-03	17	2	E	N	108	165
	Chief, Fire Prevention Section	74280	81-02	17	2	E	N	025	413
	Corrections Classification Supervisor	51620	81-03	17	2	E	N	240	026
	Director, Office of Deaf and Hard of Hearing	50450	81-02	19	1	E	N	003	022
	Director, Retirement Research	46320	81-01	19	1	E	N	001	005
	Director, Space Planning and Leasing	00920	81-01	19	1	E	N	159	254
	Experiential Recreation Coordinator	53460	81-03	18	2	E	N	112	175
	Fire Management Officer	56790	81-03	18	2	E	N	055	079
	Gaming Veterinarian Supervisor	33220	81-02	98	2	E	N	057	086
	Institution Complaint Supervisor	08730	81-03	98	2	E	N	112	174
	Manufacturing Engineer Consultant	29940	81-03	18	2	E	N	028	056
	Manufacturing Engineer Management Supervisor	29930	81-02	98	2	E	N	028	056

Military Affairs Administrative Support Supervisor								
	04980	81-04	16	5	E	N	019	026
Private Sector Industries Coordinator								
	07870	81-03	18	2	E	N	019	026
Program Assistant Supervisor-Confidential								
	16330	81-05	96	5	E	N	187	313
Property Assessment Field Supervisor								
	01380	81-03	17	2	E	N	159	254
Records and Forms Officer-DHFS								
	05760	81-03	17	2	E	N	019	026
Regulatory Operations Supervisor								
	04580	81-04	17	2	E	N	019	026
Research Manager								
	46150	81-01	19	1	E	N	001	005
Retail Operations Manager-UW Eau Claire								
	06120	81-03	17	2	E	N	016	243
Sign Language Interpreter Confidential								
	08010	81-03	99	2	N	N	019	194
Supervisor, Childrens Living								
	53550	81-04	16	5	E	N	262	468
Telecommunications Engineer Manager								
	29090	81-01	19	1	E	N	001	055
Veterans Claim Supervisor								
	50780	81-03	17	2	E	N	226	303
Veterans Grants Supervisor								
	04290	81-04	17	2	E	N	019	025
Veterans Loan Supervisor								
	50180	81-03	17	2	E	N	003	025
Volk Field Training and Services Director								
	07760	81-03	17	2	E	N	020	027
Word Processing Supervisor								
	17520	81-05	16	6	E	N	200	315

ABOLISH

2)	Asbestos Worker-Lead							
	76010	04-00	04	7	N	N	333	593
	Bricklayer/Mason-Lead							
	76210	04-00	04	7	N	N	333	563
	Carpenter-Lead							
	76270	04-00	04	7	N	N	333	567
	Electrician-Lead							
	76310	04-00	04	7	N	N	333	575
	Elevator Constructor-Lead							
	76240	04-00	04	7	N	N	333	543
	Glazier-Lead							
	76370	04-00	04	7	N	N	333	589
	Painter-Lead							
	76410	04-00	04	7	N	N	333	579
	Plasterer-Lead							
	76470	04-00	04	7	N	N	333	584
	Plumber-Lead							
	76510	04-00	04	7	N	N	333	585

Sheet Metal Worker-Lead								
	76570	04-00	04	7	N	N	333	596
Steamfitter-Lead								
	76610	04-00	04	7	N	N	333	585
Terrazzo & Tile Setter-Lead								
	76880	04-00	04	7	N	N	333	588
Welder-Lead								
	76670	04-00	04	7	N	N	333	783

CREATE

2)	Craftsworker-Lead								
		76900	04-00	04	7	N	N	333	599

MODIFY

3)	Asbestos Worker								
		76000	04-00	04	7	N	N	333	593
	Bricklayer/Mason								
		76200	04-00	04	7	N	N	333	563
	Carpenter								
		76260	04-00	04	7	N	N	333	567
	Electrician								
		76300	04-00	04	7	N	N	333	575
	Elevator Constructor								
		76250	04-00	04	7	N	N	333	543
	Glazier								
		76360	04-00	04	7	N	N	333	589
	Painter								
		76400	04-00	04	7	N	N	333	579
	Plasterer								
		76460	04-00	04	7	N	N	333	584
	Plumber								
		76500	04-00	04	7	N	N	333	585
	Sheet Metal Worker								
		76560	04-00	04	7	N	N	333	596
	Steamfitter								
		76600	04-00	04	7	N	N	333	585
	Terrazzo & Tile Setter								
		76870	04-00	04	7	N	N	333	588
	Welder								
		76660	04-00	04	7	N	N	333	783
4)	Administrative Program Management Supervisor								
		54130	81-02	98	2	E	N	003	022
5)	Engineering Technician-Transportation Classification Series								
		25101	06-10	06	3	N	N	140	216
		25102	06-12	06	3	N	N	140	216
		25103	06-13	06	3	N	N	140	216
		25104	06-14	06	3	N	N	140	216
		25105	06-15	06	3	N	N	140	216

6) Financial Specialist Classification Series

00101	02-09	2	6	N	N	202	337
00102	02-10	2	6	N	N	202	337
00103	02-11	2	6	N	N	202	337
00104	02-12	2	6	N	N	202	337
00105	02-13	2	6	N	N	202	337

7) Landscape Architect Classification Series

26171	14-46	14	2	E	N	028	043
26172	14-47	14	2	E	N	028	043
26173	14-48	14	2	E	N	028	043

8) Revenue Agent Classification Series

67571	07-04	07	4	N	N	016	023
67572	07-03	7	4	N	N	016	023
67573	07-03	7	4	E	N	016	023

9) Tax Representative Classification Series

21271	02-09	02	5	N	N	202	389
21272	02-10	02	5	N	N	202	389
21273	02-11	02	5	N	N	202	389

10) Transportation Customer Representative 1-4, Lead Classification Series

19101	02-09	02	6	N	N	187	316
19102	02-10	02	6	N	N	187	316
19103	02-11	02	6	N	N	187	316
19104	02-12	02	6	N	N	187	316
19105	02-14	02	6	N	N	187	316

11) UW Administrative Program Supervisor

07480	81-03	17	2	E	N	019	036

REASSIGN PAY RANGE

12) Optometrist

OLD	40800	10-50	10	2	E	N	057	087
NEW	40800	**10-49**	10	2	E	N	057	087

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

Effective Date Items 1-12: May 14, 2006