

# OFFICE OF STATE EMPLOYMENT RELATIONS

## DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

**Date:** August 6, 2007

**Subject:** Miscellaneous Classification Plan Changes

**Locator No:** OSER-0166-MRS/SC

Pursuant to s. 230.09, Wis. Stats., the Director of the Office of State Employment Relations (OSER) has approved the following classification plan changes identified in this bulletin. Regardless of the actual notification date, **the effective date is August 5, 2007**, unless otherwise stated.

1. **Abolish** the **DOT Real Estate Chief** classification, **effective August 5, 2007**, as the employees currently in this class are being reallocated and there is no anticipated need for this classification in the future. The Department of Transportation will process the necessary reallocation notices for this action. Questions may be directed to Jackie Koeller at (608) 266-0712.
2. **Abolish** the **Natural Resources Basin Team Supervisor** classification, **effective August 5, 2007**, to reflect the reorganization of the water program within the Department of Natural Resources. No reallocation notices are necessary for this action. Questions may be directed to Pat Waterman at (608) 266-8149.
3. **Modify** the **Civil Engineer-Transportation** classification specification, **effective August 5, 2007**, to reflect the change in organizational structure of the Department of Transportation and to update the qualification section to reflect current requirements of advanced level positions in the Division of Transportation System Development. No reallocation notices are necessary for this action. Questions may be directed to Jackie Koeller at (608) 266-0712.
4. **Modify** the **DOT Technical Services Chief and Electronics Technician-Agency** classification specifications, **effective August 5, 2007**, to reflect organizational changes within the department. No reallocation notices are necessary for this action. Questions may be directed to Jackie Koeller at (608) 266-0712.
5. **Modify** the **Health and Family Services Management Supervisor** classification specification, **effective August 5, 2007**, to reflect the creation of the Division of Quality Assurance and to identify positions in that division. No reallocation notices are necessary for this action. Questions may be directed to Dean Paynter at (608) 266-1014.
6. **Modify** the **Natural Resources Basin Supervisor, Natural Resources Region Program Manager, and Natural Resources Region Team Supervisor** classification specifications, **effective August 5, 2007**, to reflect the reorganization of the water program within the Department of Natural Resources. No reallocation notices are necessary for this action. Questions may be directed to Pat Waterman at (608) 266-8149.
7. **Modify** the **Pharmacy Technician** classification specification, **effective August 5, 2007**, to remove the reference to Pharmacy Assistant which was abolished in 2000 and to update the duties performed by the positions. No reallocation notices are necessary for this action. Questions may be directed to Stephen Hermosillo at (608) 266-0714.
8. **Modify** the **Real Estate Program Associate** classification series specification, **effective August 5, 2007**, to reflect an organizational name change within the Department of Transportation and to display the levels (A/B) in the text of the specification which are associated with pay progression only. No reallocation notices are necessary for this action. Questions may be directed to Jackie Koeller at (608) 266-0712.

9. **Modify** the **Revenue Tax Specialist** classification series specification, **levels 1, 4 & 5 only, effective August 5, 2007**, to remove an allocation for administering the ad valorem and gross tax programs. Also modifies the levels in the income, sales and excise tax division. The Department of Revenue will process any necessary reallocation notices for this action. Questions may be directed to Scott DuBenske at (608) 266-2705.
10. **Modify/Change DP Unit Code** for the **DOT Program Officer** classification specification, **effective August 5, 2007**, to update the allocations and to change the data processing unit code to correct an error. No reallocation notices are necessary for this action. Questions may be directed to Jackie Koeller at (608) 266-0712.

**Internet Availability:**

The target date for the availability of classification specifications from this bulletin on the OSER website is August 6, 2007. 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.

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

	Classification		Unit Code	EEO Cat.	FLSA	FLSA		CIC Code
	Class Code	Pay Range				LTE Code	Job Group	
<b><u>ABOLISH</u></b>								
1)	DOT Real Estate Chief							
	24070	81-02	98	2	E	N	159	041
2)	Natural Resources Basin Team Supervisor							
	56720	81-03	17	2	E	N	055	164
<b><u>MODIFY</u></b>								
3)	Civil Engineer-Transportation							
	26761	14-46	14	2	E	N	028	136
	26762	14-47	14	2	E	N	028	136
	26763	14-48	14	2	E	N	028	136
4)	DOT Technical Services Chief							
	24040	81-02	98	2	E	N	003	016
	Electronics Technician-Agency							
	93001	06-13	6	3	N	N	140	710
	93002	06-14	6	3	N	N	140	710

5)	Health and Family Services Management Supervisor	51330	81-02	98	2	E	N	003	035
6)	Natural Resources Basin Supervisor	56730	81-02	98	2	E	N	055	164
	Natural Resources Region Program Manager	56030	81-02	98	2	E	N	050	036
	Natural Resources Region Team Supervisor	56020	81-03	17	2	E	N	050	164
7)	Pharmacy Technician	36401	06-10	6	3	N	N	134	341
		36402	06-11	6	3	N	N	134	341
8)	Real Estate Program Associate	23500	02-10	2	6	N	N	187	586
		23560	02-11	2	6	N	N	187	586
		23570	02-12	2	6	N	N	159	586
9)	Revenue Tax Specialist 1	01101	07-03	7	2	M	N	016	093
	Revenue Tax Specialist 4	01104	07-02	7	2	E	N	016	093
	Revenue Tax Specialist 5	01105	07-02	7	2	E	N	016	093

**MODIFY/CHANGE DP UNIT CODE**

10)	DOT Program Officer	07620	81-03	18	2	E	N	019	071
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**Note:** Agencies are reminded to record relevant changes in the Job Group Listings distributed by the Division of Affirmative Action.

**Effective Date Items 1-10: August 5, 2007**