

OFFICE OF STATE EMPLOYMENT RELATIONS

DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

Date: December 10, 2006

Subject: Miscellaneous Classification Plan Changes

Locator No: OSER-0154-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 December 10, 2006**, unless otherwise stated.

- 1) *Abolish* the **Veterinary Wildlife Health Specialist** classification, **effective December 10, 2006**, as this is no longer needed with the creation of the additional allocation within the Veterinary Program Manager described in item number 6 below. No reallocation notices are necessary for this action. Questions may be directed to Dean Paynter at (608) 266-1014.
- 2) *Abolish* **Client Services Assistant-Entry and Objective** classifications, **effective December 10, 2006**, and *Create* **Client Services Assistant**, as a result of class simplification to a single level classification. The affected agency will process any necessary reallocation notices for this action. Questions may be directed to Debra Bower at (608) 267-5162.
- 3) *Abolish* the **Environmental Enforcement Supervisor** classification, **effective December 10, 2006**, and replace by *Creating* the **Environmental Program Supervisor**, to expand its use to additional positions in the Department of Agriculture, Trade & Consumer Protection, as well as, to allow future use by other state agencies that maintain central office environmental supervisor positions. The affected agency will process reallocation notices. Questions may be directed to Dean Paynter at (608) 266-1014.
- 4) *Modify* the **Food Service Assistant 4** classification, **effective December 10, 2006**, to add an allocation for display cooking in a restaurant-like setting for the University of Wisconsin System. No reallocation notices are necessary for this action. Questions may be directed to Dean Paynter at (608) 266-1014.
- 5) *Modify* the **Metrologist** classification specification, **effective December 10, 2006**, to add allocations for Chief Metrologist and Staff Metrologist within the Department of Agriculture, Trade & Consumer Protection. No reallocation notices are necessary for this action. Questions may be directed to Dean Paynter at (608) 266-1014.
- 6) *Modify* the **Veterinary Program Manager** classification specification, **effective December 10, 2006**, to add an allocation for Wildlife Health Section Chief at the Department of Natural Resources. No reallocation notices are necessary for this action. Questions may be directed to Dean Paynter at (608) 266-1014.
- 7) *Reassign the pay ranges*, **effective December 24, 2006**, for the classifications of: **Clerical Assistant, Revenue Tax Assistant-Entry, Revenue Tax Assistant-Objective, Revenue Tax Representative-Entry, Revenue Tax Representative-Objective, Tax Representative 1, Tax Representative 2, Tax Representative 3**, within the Administrative Support Unit; **Bindery Worker, Dairy Plant Assistant-Advanced, Dairy Plant Assistant-Entry, Dairy Plant Assistant-Senior, Food Service Assistant 1, Food Service Assistant 2, Food Service Assistant 3, Food Service Assistant 4, Inventory Control Assistant, Laboratory Helper, Laundry Worker, Laundry Worker-Lead, Seamer 1, Seamer 2, Shipping and Mailing Associate**, within the Blue Collar Unit; **Arboretum Technician, Barber, Beautician, Chemistry Laboratory Technician-Entry, Chemistry Laboratory Technician-Objective, Chemistry Laboratory Technician-Senior, Glassware/Media Prep Technician-Entry, Glassware/Media Prep-Objective; Material Reprocessing Assistant-Entry, Material Reprocessing Assistant-Objective, Microbiology Technician-Entry, Microbiology Technician-Objective and Microbiology Technician-Senior**, within the Technical Unit; and **Client Services Assistant**, within the

Professional Social Services Unit, due to completion of negotiation of the 2005-2007 labor agreement between the WSEU and the State of Wisconsin. Reallocation notices will be automated and processed by DOA Central Payroll and/or University of Wisconsin Payroll. Questions may be directed to Leean White at (608) 267-0344.

Internet Availability:

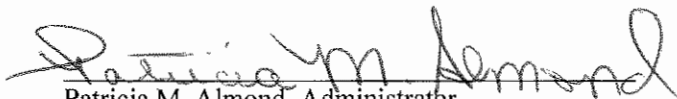
The target date for the availability of classification specifications from this bulletin on the OSER website is December 11, 2006. This is the only notification DMRS will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Debra Bower at (608) 267-5162.

Alphabetical Listing of Classifications:

The Alphabetical Listing of Classifications (Alpha List) is also available on the OSER web site 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. Agencies are reminded to review the current DMRS Assignment by Classification Listing on OSER's web site to determine which DMRS HR Consultant is assigned as the primary contact for the classification title.


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

	Classification		Unit Code	EEO Cat.	FLSA	FLSA	Job Group	CIC Code
	Class Code	Pay Range				LTE Code		
<u>ABOLISH</u>								
1)	Veterinary Wildlife Health Specialist							
	33500	15-03	15	2	E	N	057	325
2)	Client Services Assistant-Entry							
	50601	12-27	12	5	N	N	187	202
	Client Services Assistant-Objective							
	50602	12-28	12	5	N	N	187	202
3)	Environmental Enforcement Supervisor							
	55480	81-03	17	2	E	N	050	056
<u>CREATE</u>								
2)	Client Services Assistant							
	50600	12-28	12	5	N	N	187	202
3)	Environmental Program Supervisor							
	55620	81-03	17	2	E	N	050	174
<u>MODIFY</u>								
4)	Food Service Assistant 4							
	84804	03-09	03	8	N	N	253	402

5)	Metrologist	70330	15-03	15	2	E	N	049	143
6)	Veterinary Program Manager	33640	81-02	98	1	E	N	001	325

REASSIGN PAY RANGE

7)	Clerical Assistant								
OLD		16100	02-07						
NEW			<u>02-08</u>						

	Revenue Tax Assistant-Entry								
OLD		21201	02-07						
NEW			<u>02-08</u>						

	Revenue Tax Assistant-Objective								
OLD		21202	02-08						
NEW			<u>02-09</u>						

	Revenue Tax Representative-Entry								
OLD		21261	02-08						
NEW			<u>02-09</u>						

	Revenue Tax Representative-Objective								
OLD		21262	02-09						
NEW			<u>02-10</u>						

	Tax Representative 1								
OLD		21271	02-09						
NEW			<u>02-10</u>						

	Tax Representative 2								
OLD		21272	02-10						
NEW			<u>02-11</u>						

	Tax Representative 3								
OLD		21273	02-11						
NEW			<u>02-12</u>						

	Bindery Worker								
OLD		82100	03-07						
NEW			<u>03-08</u>						

	Dairy Plant Assistant-Advanced								
OLD		84663	03-11						
NEW			<u>03-12</u>						

	Dairy Plant Assistant-Entry								
OLD		84661	03-07						
NEW			<u>03-08</u>						

	Dairy Plant Assistant-Senior								
OLD		84662	03-09						
NEW			<u>03-10</u>						

Food Service Assistant 1		
OLD	84801	03-07
NEW		<u>03-08</u>

Food Service Assistant 2		
OLD	84802	03-07
NEW		<u>03-09</u>

Food Service Assistant 3		
OLD	84803	03-08
NEW		<u>03-10</u>

Food Service Assistant 4		
OLD	84804	03-09
NEW		<u>03-11</u>

Inventory Control Assistant		
OLD	20500	03-08
NEW		<u>03-09</u>

Laboratory Helper		
OLD	91030	03-07
NEW		<u>03-08</u>

Laundry Worker		
OLD	86501	03-07
NEW		<u>03-08</u>

Laundry Worker-Lead		
OLD	86502	03-07
NEW		<u>03-09</u>

Seamer 1		
OLD	88801	03-07
NEW		<u>03-08</u>

Seamer 2		
OLD	88802	03-08
NEW		<u>03-09</u>

Shipping & Mailing Associate		
OLD	20171	03-08
NEW		<u>03-09</u>

Arboretum Technician		
OLD	90480	06-07
NEW		<u>06-08</u>

Barber		
OLD	87100	06-07
NEW		<u>06-08</u>

Beautician

OLD	87400	06-07
NEW		<u>06-08</u>

Chemistry Laboratory Technician-Entry

OLD	34001	06-07
NEW		<u>06-08</u>

Chemistry Laboratory Technician-Objective

OLD	34002	06-08
NEW		<u>06-09</u>

Chemistry Laboratory Technician-Senior

OLD	34003	06-09
NEW		<u>06-10</u>

Glassware/Media Prep Technician-Entry

OLD	35221	06-05
NEW		<u>06-08</u>

Glassware/Media Prep Technician-Objective

OLD	35222	06-06
NEW		<u>06-08</u>

Material Reprocessing Assistant-Entry

OLD	20471	06-06
NEW		<u>06-08</u>

Material Reprocessing Assistant-Objective

OLD	20472	06-07
NEW		<u>06-09</u>

Microbiology Laboratory Technician-Entry

OLD	34401	06-07
NEW		<u>06-08</u>

Microbiology Laboratory Technician-Objective

OLD	34402	06-08
NEW		<u>06-09</u>

Microbiology Laboratory Technician-Senior

OLD	34403	06-09
NEW		<u>06-10</u>

Client Services Assistant

OLD	50600	12-28
NEW		<u>12-01</u>

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

Effective Date Items 1-6: December 10, 2006

Effective Date Item 7: December 24, 2006