

# OFFICE OF STATE EMPLOYMENT RELATIONS

## DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

**Date:** April 13, 2008

**Subject:** Miscellaneous Classification Plan Changes

**Locator No:** OSER-0185-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 April 13, 2008**, unless otherwise stated.

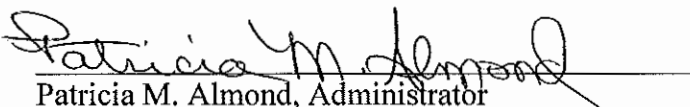
1. *Abolish the Asbestos Worker classification, **effective April 13, 2008***, as the new classification title of Heat and Frost Insulator is being created, as the industry has moved away from referring to asbestos. The affected agency will process any reallocation notices that are necessary for this action. Questions may be directed to Stephen Hermosillo at (608) 266-0714.
2. *Create the Heat and Frost Insulator classification, **effective April 13, 2008***, to replace the Asbestos Worker classification abolished above for the University of Wisconsin. The affected agency will process any reallocation notices that are necessary for this action. Questions may be directed to Stephen Hermosillo at (608) 266-0714.
3. *Create the Volunteer Service Supervisor classification, **effective April 13, 2008***, to define and ensure a more direct reporting relationship for Volunteer Coordinators. No reallocation notices are necessary for this action. Questions may be directed to Toriana Pettaway at (608) 266-8434.
4. *Modify the Enterprise Program Supervisor classification specification, **effective April 13, 2008***, to add the Supervisor, Facilities Administrative Support, Call Center & Document Services as a representative position. No reallocation notice is necessary for this action. Questions may be directed to Toriana Pettaway at (608) 266-8434.

### **Internet Availability:**

The target date for the availability of classification specifications from this bulletin on the OSER website is April 14, 2008. 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.

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

Classification						FLSA		
Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	LTE Code	Job Group	CIC Code	

**ABOLISH**

1) Asbestos Worker  
76000 04-00 04 7 N N 333 672

**CREATE**

2) Heat and Frost Insulator  
76100 04-00 04 7 N N 333 672

3) Volunteer Service Supervisor  
23720 81-03 17 2 E N 019 202

**MODIFY**

4) Enterprise Program Supervisor  
05620 81-03 17 2 E N 019 500

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