

OFFICE OF STATE EMPLOYMENT RELATIONS

DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

Date: September 15, 2008

Subject: Miscellaneous Classification Plan Changes

Locator No: OSER-0221-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 September 14, 2008**, unless otherwise stated.

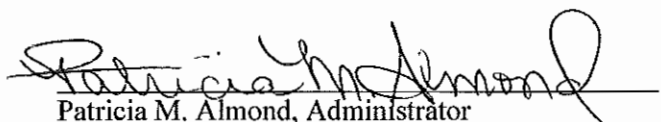
1. *Abolish the Social Worker In-Training* classification level within the Social Worker classification specification because it is not being used and the agencies do not anticipate using it in the future. No reallocation notices are necessary for this action. Questions may be directed to Pat Waterman at (608) 266-8149.
2. *Modify the Area Administrator, Human Services Area Coordinator, Human Services Licensing Specialist; Human Services Manager; Human Services Program Coordinator and –Senior; Human Services Supervisor; Licensing/Certification Specialist; Quality Assurance Program Specialist and –Senior; Social Services Specialist 1 and 2; Social Services Supervisor; Social Worker, Social Worker-Senior and Social Worker-Advanced; Technical Writer and –Senior; and Tribal Services Coordinator* classification specifications, **effective September 14, 2008**, to reflect the creation of the Department of Children and Families, reflect movement of some positions from DHFS and DWD to DCF and reflect name changes of bureaus and divisions within the renamed Department of Health Services. No reallocation notices are necessary for this action. Questions may be directed to Pat Waterman at (608) 266-8149.
3. *Modify the Revenue Administrative Manager* classification specification, **effective September 14, 2008**, as a result of a reorganization and to broaden the scope which excludes specific references to each position. The affected agency will process any necessary reallocations 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 September 16, 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		Pay Range	Unit Code	EEO Cat.	FLSA	FLSA	Job Group	CIC Code
Class Code	LTE Code							

ABOLISH

1) Social Worker In-Training
 50861 12-04 12 2 N N 112 201

MODIFY

1) Area Administrator
 49840 81-03 17 2 E N 019 073
 Human Services Area Coordinator
 07570 07-03 07 2 E N 019 202
 Human Services Licensing Specialist
 07560 07-03 07 2 E N 019 202
 Human Services Manager
 07590 81-01 19 1 E N 001 042
 Human Services Program Coordinator
 07571 07-04 07 2 M N 019 202
 Human Services Program Coordinator-Senior
 07572 07-03 07 2 E N 019 202
 Human Services Supervisor
 07580 81-02 98 2 E N 003 042
 Licensing/Certification Specialist
 53360 12-07 12 2 E N 112 056
 Quality Assurance Program Specialist
 07371 07-04 07 2 N N 019 056
 Quality Assurance Program Specialist-Senior
 07372 07-03 07 2 E N 019 056
 Social Services Specialist 1
 51871 12-06 12 2 E N 112 201
 Social Services Specialist 2
 51872 12-07 12 2 E N 112 201
 Social Services Supervisor
 51820 81-03 17 2 E N 112 201
 Social Worker
 50862 12-06 12 2 E N 112 201
 Social Worker-Senior
 50863 12-08 12 2 E N 112 201
 Social Worker-Advanced
 50864 12-08 12 2 E N 112 201
 Technical Writer
 14461 07-04 07 2 N N 131 284
 Technical Writer-Senior
 14462 07-03 07 2 E N 131 284
 Tribal Services Coordinator
 52810 12-08 12 2 E N 112 202

3) Revenue Administrative Manager
 01590 81-01 19 1 E N 001 012

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