

# OFFICE OF STATE EMPLOYMENT RELATIONS

## DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

**Date:** August 11, 2013

**Subject:** Miscellaneous Classification Plan Changes

**Locator No:** OSER-0336-MRS/SC

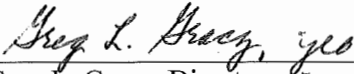
Pursuant to s. 230.09, Wis. Stats., the Director of the Office of State Employment Relations (OSER) has approved the following classification plan changes identified in this bulletin. Regardless of the actual notification date, the **effective date is August 11, 2013**, unless otherwise stated.

1. *Abolish* the **Initial Assessment Specialist-Advanced**, effective **July 28, 2013**, and *Modify* the **Initial Assessment Specialist** classification for the Department of Children and Families, Bureau of Milwaukee Child Welfare, to allow for further reorganization and planning in the Bureau. No reallocation notices will be necessary to accomplish this classification action. Questions may be directed to Dianna McNall at (608) 266- 8232.
2. *Abolish* the **Petroleum System Specialist** classification series for the Department of Safety and Professional Services as a result of the transfer of the program area to the Department of Agriculture, Trade and Consumer Protection. No reallocation notices are necessary to accomplish this classification action. Questions may be directed to Nicole Rute at (608) 267-1019.
3. *Abolish* the **Weights & Measures Inspector** classification series for the Department of Agriculture, Trade and Consumer Protection as a result of the transfer of the Petroleum System Specialist program area to DATCP to merge responsibilities that will create efficiencies within the program area. No reallocation notices will be necessary to accomplish this classification action. Questions may be directed to Nicole Rute at (608) 267-1019.
4. *Abolish* the **Petroleum System District Supervisor** classification and *Create* the **Weights & Measures Petroleum System Supervisor** classification for the Department of Safety and Professional Services to describe the job duties of the DATCP Weights & Measures program that were merged with the Petroleum System program. Affected Agencies will process all reallocations. Questions may be directed to Nicole Rute at (608) 267-1019.
5. *Create* the **Weights & Measures Petroleum System Specialist** classification series for the Department of Agriculture, Trade and Consumer Protection which will merge the job duties of the Weights and Measures staff and Petroleum System Specialist to create efficiencies in work across the state due to the close relationship of the program functions. Affected agencies will process reallocations. Questions may be directed to Nicole Rute at (608) 267-1019.
6. *Modify* the **Consumer Complaint Supervisor** classification for the Department of Agriculture, Trade and Consumer Protection to update the definition language and omit the representative positions that are no longer relevant. No reallocation notices are necessary to accomplish this classification action. Questions may be directed to Dianna McNall at (608) 266-8232.
7. *Modify* the **Consumer Protection Supervisor** classification for the Department of Agriculture, Trade and Consumer Protection, Department of Justice and the Department of Transportation. This action will update the definition language to include mediation and remove the allocation pertaining to the Weights and Measures. No reallocation notices are necessary to accomplish this classification action. Questions may be directed to Dianna McNall at (608) 266-8232.
8. *Modify* the **Revenue Administrative Manager** classification for the Department of Revenue to update the Section Chief Allocations and Assessor 3 reference in the qualification section. No reallocation

notices are necessary to accomplish this classification action. Questions may be directed to Dianna McNall at (608) 266-8232.

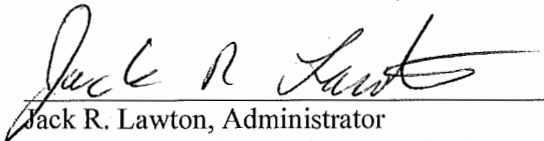
**Internet Availability:** The target date for the availability of classification specifications from this bulletin on the OSER website is August 16, 2013. This is the only notification DMRS will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Dianna McNall at (608) 266-8232.

**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 Dianna McNall at (608) 266-8232 if you have any questions about information contained in the Alpha List.



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Greg L. Gracz, Director  
Office of State Employment Relations



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Jack R. Lawton, Administrator  
Division of Merit Recruitment and Selection  
Wisconsin Office of State Employment Relations

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

**ABOLISH**

1)	Initial Assessment Specialist-Advanced	52962	12-09	12	2	E	N	112	201
2)	Petroleum System Specialist-Entry	73771	05-15	5	4	E	N	025	874
	Petroleum Systems Specialist- Senior	73772	05-16	5	4	E	N	025	874
3)	Weights & Measures Inspector-Development	70302	05-13	5	4	N	N	293	601
	Weights & Measures Inspector-Objective	70303	05-14	5	4	N	N	293	601
4)	Petroleum System District Supervisor	73720	81-03	16	8	E	N	025	874

**CREATE**

4)	Weights & Measures Petroleum System Supervisor	73920	81-03	16	2	E	N	025	874
5)	Weights & Measures Petroleum System Specialist-Entry	73901	05-15	5	3	N	N	025	874
	Weights & Measures Petroleum System Specialist-Senior	73902	05-16	5	3	N	N	025	874

**MODIFY**

1)	Initial Assessment Specialist	52961	12-08	12	2	E	N	112	201
6)	Consumer Complaint Supervisor	74180	81-03	17	2	E	N	293	056
7)	Consumer Protection Supervisor	74820	81-03	16	2	E	N	293	056
8)	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.