

# OFFICE OF STATE EMPLOYMENT RELATIONS

## DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

**Date:** February 15, 2009

**Subject:** Miscellaneous Classification Plan Changes


**Locator No:** OSER-0233-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 February 15, 2009**, unless otherwise stated.

- 1) *Abolish* the **Animal Health Consultant** classification, **effective February 15, 2009**, and *Create* the **Animal Health Compliance Specialist** classification to update and clarify duties performed. In addition, the restriction of use by the Department of Agriculture, Trade & Consumer Protection (DATCP) was eliminated, allowing other agencies to use the class specification as appropriate. The DATCP will process all necessary reallocation notices. Questions may be directed to Pat Waterman at (608) 266-8149.
- 2) *Abolish* the **Animal Health Inspector** classification series, **effective February 15, 2009**, and *Create* the **Animal Health Inspector and Animal Health Inspector - Objective** classifications to update and clarify duties performed. In addition, the restriction of use by the Department of Agriculture, Trade & Consumer Protection (DATCP) was eliminated, allowing other agencies to use the class specification as appropriate. The DATCP will process all necessary reallocation notices. Questions may be directed to Pat Waterman at (608) 266-8149.
- 3) *Modify* the **Agriculture Auditor** classification series specification, **effective February 15, 2009**, to better reflect the work distinctions between each level of the series. No reallocation notices are necessary for this action. Questions may be directed to Kathy Lemkuhl Pedersen at (608) 266-8434.
- 4) *Modify* the **Revenue Customer Service Representative** classification series specification, **effective February 15, 2009**, to update the organizational references to Customer Service and Education Bureau as a result of an earlier reorganization. No reallocation notices are necessary for this action. Questions may be directed to Brenda Sedmak at (608) 266-8232.

**Internet Availability:** The target date for the availability of classification specifications from this bulletin on the OSER website is February 16, 2009. 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)	Animal Health Consultant							
	70270	05-15	05	4	E	N	293	601
2)	Animal Health Inspector-Entry							
	70261	05-13	05	4	N	N	293	601
	Animal Health Inspector-Objective							
	70262	05-14	05	4	N	N	293	601

**CREATE**

1)	Animal Health Compliance Specialist							
	70160	05-15	05	4	E	N	293	601
2)	Animal Health Inspector							
	70101	05-13	05	4	N	N	293	601
	Animal Health Inspector-Objective							
	70102	05-14	05	4	N	N	293	601

**MODIFY**

3)	Agriculture Auditor							
	00260	07-04	07	2	N	N	016	080
	00403	07-03	07	2	M	N	016	080
	00404	07-03	07	2	E	N	016	080
	00405	07-02	07	2	E	N	016	080
4)	Revenue Customer Service Representative							
	12101	02-10	02	6	N	N	200	524
	12102	02-11	02	6	N	N	200	524
	12103	02-12	02	5	N	N	187	524
	12104	02-13	02	5	N	N	187	524

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