

Effective Date: January 22, 1995
Modified Effective: August 12, 2001
Modified Effective: December 14, 2003
Modified Effective: March 6, 2005
Modified Effective: July 13, 2014

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

STATE PATROL MAJOR

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Admin. Code, for making classification decisions relative to the present and future State Patrol Major positions found in the Department of Transportation (DOT), Division of State Patrol. This classification specification is not intended to identify every duty that may be assigned to positions, but is intended to serve as a framework for classification decision-making in this occupational area.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

Included in this classification are positions which function as Sworn Law Enforcement Directors over a Bureau in the Division of State Patrol. Positions must meet the definition of management and supervisor as defined in s. 111.81(13) and (19), Wis. Stats.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions that do not meet the definition of supervisor or management as defined in s. 111.81(13) and (19), Wis. Stats., and as administered and interpreted by the Wisconsin Employment Relations Commission;
2. Positions involved in civil and criminal investigations not related to highway safety and preservation and motor carrier enforcement for a majority of the time and are not in the DOT, Division of State Patrol;
3. Any position which functions as the Director of the Bureau of Field Operations in the DOT, Division of State Patrol;

4. Positions that do not require the incumbent to be a sworn law enforcement officer; and
5. All other positions which are more appropriately identified by other classifications.

D. Entrance Into This Classification

Employees enter positions within this classification by competitive examination.

II. DEFINITIONS

STATE PATROL MAJOR

As a Bureau Director, direct the operations of a law enforcement bureau, reporting to division administration. Areas of responsibility include, but are not limited to, the following: statewide law enforcement programs; traffic and criminal enforcement; training; incident command; transportation safety; motor carrier programs; communications programs; dispatching; budgeting and grant distribution; traffic operations; electrical engineering services; policy and program development; inspection programs; liaison with other states, counties and municipal law enforcement agencies, media, government officials and private and civic organizations; strategic planning.

III. QUALIFICATIONS

Other qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by identification of the education, training, work or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification was created effective January 22, 1995 and announced in Bulletin CC/SC-36 as part of the implementation of the Law Enforcement Survey. The classification was modified effective August 12, 2001, and announced in bulletin CLR/SC-132 to add an additional position definition. The classification was again modified effective December 14, 2003, and announced in Bulletin OSER-0006-MRS-SC to add an additional position definition for the Bureau of Transportation Safety. The classification was again modified effective March 6, 2005, and announced in Bulletin OSER-0059-MRS-SC to remove the position of Deputy Bureau Director of Field Services and add the Bureau Director of Field Operations to a Major from the Lieutenant Colonel classification specification which was abolished on the same date. This classification was modified effective July 13, 2014, and announced in Bulletin OSER-0370-MRS/SC to account for changing organizational structure at the Department of Transportation, Division of State Patrol, to generalize functions assigned to each bureau.

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