



DEPARTMENT OF PERSONNEL
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MEMO PERD #32/09
June 10, 2009

TO: Department Directors
Division Administrators
Personnel Officers
Personnel Liaisons
Personnel Representatives

FROM: Teresa J. Thienhaus, Director
Department of Personnel

A handwritten signature in cursive script that reads "Teresa J. Thienhaus".

SUBJECT: Occupational Studies Originally Scheduled for Implementation on 7/1/09

During the past biennium, staff in the Compensation & Classification Division completed four occupational group studies, all of which were scheduled for implementation on July 1st of this year. Per regulation, occupational studies become effective when the funding is provided by the Legislature in the biennial operating budget for the State. The Legislature recently concluded its 2009 session, and funding for implementation of the studies was not provided. As a result, the occupational studies will not be implemented and positions in the studies will remain classified as they are now.

For clarification, the revisions recommended for the following class specifications will not be implemented:

Class code	Current Class Title	Revised Class Title	Grade
7.139	Supervising Auditor II	Audit Manager	38
7.145	Supervising Auditor I	Audit Supervisor	37
7.148	Auditor III	Auditor III	36
7.154	Auditor II	Auditor II	34
7.161	Auditor I	Auditor I	32

Class code	Current Class Title	Revised Class Title	Grade
7.509	Personnel Officer III	Human Resources Manager III	41
7.517	Personnel Officer II	Human Resources Manager II	38
7.522	Personnel Officer I	Human Resources Manager I	36
7.510	Chief Personnel Manager	Human Resources Administrator	41
7.514	Supervisory Personnel Analyst	Human Resources Supervisor	38
7.520	Personnel Analyst III	Human Resources Analyst III	36
7.521	Personnel Analyst II	Human Resources Analyst II	34
7.527	Personnel Analyst I	Human Resources Analyst I	32
7.532	Personnel Technician III	Human Resources Technician III	29
7.535	Personnel Technician II	Human Resources Technician II	27
7.536	Personnel Technician I	Human Resources Technician I	25
7.513	Employee Development Manager	Training & Development Supervisor	38
7.524	Training Officer II	Training & Development Specialist II	36
7.519	Training Officer I	Training & Development Specialist I	34
7.507	EEO Officer	EEO Officer	37

Class code	Current Class Title	Revised Class Title	Grade
7.643	Program Officer III	Program Officer III	35
7.647	Program Officer II	Program Officer II	33
7.649	Program Officer I	Program Officer I	31
2.209	Executive Assistant	Executive Assistant	31
4.204	State Records Manager	State Records Manager	37
4.210	Records Analyst II	Records Analyst II	33
4.212	Records Analyst I	Records Analyst I	31
7.854	Chief Cultural Resource Manager	Archaeologist Manager	39
7.856	Cultural/Natural Resource Specialist III	Archaeologist Supervisor	35
7.857	Cultural/Natural Resource Specialist II	Archaeologist	33
7.858	Cultural/Natural Resource Specialist I	Archaeologist Trainee	31
11.432	DMV Services Manager I	DMV Services Manager I	35

Class code	Current Class Title	Revised Title	Grade
12.551	Chief of Classification & Planning	No Change	44
12.554	Correctional Classification & Planning Specialist	No Change	42
12.556	Correctional Casework Specialist III	No Change	40
12.559	Correctional Casework Specialist II	No Change	38
12.556	Correctional Casework Specialist I	No Change	36
12.571	Correctional Casework Specialist Trainee	No Change	32

As part of the occupational group study process, several new classes and series were recommended to be established. The following classes will not be implemented:

Class code	Class Title	Grade
2.112	Mail Services Manager	33
2.122	Mail Services Supervisor II	31
7.530	HR Records Manager	35
7.531	HR Records Supervisor	32
7.512	Training & Development Manager	40
7.641	Contract Specialist II	31
7.642	Contract Specialist I	29
7.659	NSHE Specialist III	35
7.660	NSHE Specialist II	33
7.661	NSHE Specialist I	31
7.881	Arts Program Coordinator	35
7.882	Arts Program Associate	33
7.883	Arts Program Associate Trainee	31
9.339	Motor Pool Manager	33
9.338	Fleet Service Manager	31
9.334	Fleet Service Worker IV	29
11.521	Safety Specialist III Options: J. Environmental Health & Safety-UNR	35
11.522	Safety Specialist II Option: F. Environmental Health & Safety-UNR	32
11.566	Workers' Compensation Specialist	35

If you have any questions, please contact Mary Day at (775) 684-0120.

TT:md