Chapter Pers 7

APPOINTING PROCEDURE FOR UNSKILLED AND CUSTODIAL POSITIONS

Pers 7.01 Establishment of employment lists
Pers 7.02 Examination of applicants
Pers 7.03 Employe ineligible to continue in position

Pers 7.01 Establishment of employment lists. For positions involving unskilled or semi-skilled labor, or domestic or custodial work when the character or place of work makes it impracticable to conduct state-wide competitive examinations to set up lists from which to supply the needs of the service, the diretcor may use such procedures as he determines to be practical and appropriate in order to maintain employment lists by localities.

History: Cr. Register, March, 1962, No. 75, eff. 4–1–62.

Pers 7.02 Examination of applicants. Applicants may be examined singly or in groups, at periodic intervals at the place of employment or elsewhere, after passing an appropriate test or submitting satisfactory evidence of their qualifications; *or* referred by the Wisconsin state employment service or an established city or county merit system agency in this state; *or* evaluated by such variation or combination of the foregoing or by other suitable methods as will assure selection solely on the basis of merit and fitness.

History: Cr. Register, March, 1962, No. 75, eff. 4–1–62.

Pers 7.03 Employe ineligible to continue in position. (1) Any employe appointed under this chapter who is later found to be performing work characteristic of positions not included under this chapter shall be ineligible to continue in the position. Such incumbent shall be transferred to a position for which he is eligible or he shall be dropped from the payroll.

(2) Any such employe whose position is reallocated or reclassified shall be eligible to compete in any open competitive or promotional examination held to fill the position.

History: Cr. Register, March, 1962, No. 75, eff. 4–1–62.