Iowa Department of Administrative Services – Human Resources Enterprise
Classification Series Guidelines

State Industries Production Series

Classes in the Series

Class Code	Class Title
86467	State Industries Production Technician
86469	State Industries Production Coordinator

Series Concept

This series includes positions whose employees train correctional residents in the manufacture of state industry products and delivery of services, as well as positions that coordinate production in state industries product divisions. Additionally, all employees in this series have an ongoing responsibility for enforcing institutional security, safety, sanitation rules and regulations, and for controlling the movement and behavior of correctional residents.

Exclusions

Employees in correctional institutions who perform security, maintenance, trades, and related work outside of a state industries product division.

Class Distinctions

State Industries Production Technician

Employees in this class train and supervise correctional residents in the manufacture of products and delivery of services in a state industries product division. They have an assigned responsibility for overseeing specific production activities (i.e., a responsibility for a zone, shop, floor, area, etc.), and/or assisting a production coordinator/supervisor in the oversight of the operation of a state industries product division.

State Industries Production Coordinator

Employees in this class either lead two or more technicians and coordinate production activities in one or more state industries product division(s), or are assigned sole responsibility for all of a product division's production, purchasing, financial goals, product development, and deliveries. They generally report directly to a State Industries Supervisor.

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