



Ohio Administrative Code

Rule 123:1-5-02 Unskilled labor class.

Effective: April 10, 2026

- (A) The unskilled labor class, referred to in division (B)(2) of section 124.11 of the Revised Code, will include any classifications that have minimal or no experience or education requirements and that are designated as such by the director.
- (1) Registration for these classifications in the service of the state will be conducted by the director.
 - (2) An applicant for such registration will furnish evidence or take such tests as the director considers appropriate with respect to the applicant's age, residence, physical condition, ability to labor, honesty, sobriety, industry, capacity, and experience in the work or employment for which application is made.
 - (3) Laborers who fulfill the requirements shall be placed on the eligible list for the kind of labor or employment sought, and preference will be given in employment in accordance with the rating received from that evidence or in those tests.
 - (4) Certified appointments to positions in the unskilled labor class will be from lists of applicants registered by the director.
 - (5) For purposes of this rule, "register" means the process by which all applicants deemed acceptable as meeting the minimum qualifications for a job classification in the unskilled labor class, and/or deemed acceptable as determined by the director will be placed on an eligible list, ranked chronologically by the date and time the application was received. All eligible applicants will be given the minimum score of seventy points, prior to application of credit for military service as provided in section 124.26 of the Revised Code.
- (B) Resident unskilled labor positions. Those unskilled labor positions, referred to in division (A)(12) of section 124.11 of the Revised Code, include positions that are filled by residents in the state service institutions. These residents, being employed for pay for part-time or limited service, will be excluded from the classified civil service and will be exempt from all civil service examinations. Compensation rates for these positions will be approved by the director of administrative services.
- (C) Subsidized employment positions. Those unskilled labor positions within a subsidized employment program, established pursuant to Chapter 5107. of the Revised Code, will be excluded from the classified civil service and will be exempt from all civil service examinations.