STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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Merit Board Chair

Lewis T. (Tom) Morelock

Executive Director

Date: June 16, 2004

Subject: Proposal Notice for Surgical Services Supplies and Equipment Worker

(CCE-04-268)

This notification serves to announce a proposed new classification and examination for the Surgical Services Supplies and Equipment Worker. In keeping with the current objective to provide an efficient and effective classification system that meets the needs of each university/agency, and as a result of a request from a member university, the System Office prepared a draft of the Surgical Services Supplies and Equipment Worker Class Specification.

The Surgical Services Supplies and Equipment Worker will be discussed at a Class Specification/Examination meeting scheduled for July 13, 2004. A copy of the Class Specification is available on our website at www.sucss.state.il.us. An effective date, voiding registers, and availability will be discussed at this meeting.

Please contact Jeff Brownfield at 217-278-3150 or jeffb@sucss.state.il.us if you have any questions or need additional information.

Proposed Class:

Surgical Services Supplies and Equipment Worker