

## STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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**Bruce Friefeld**  
*Merit Board Chair*  
**Lewis T. (Tom) Morelock**  
*Executive Director*

TO: Designated Employer Representatives/Human Resources Directors  
Classification Personnel and Examination Personnel

FROM: Torre L. Walls  
Human Resource Officer

SUBJECT: Proposal Notice for the Labor Relations Specialist Series

DATE: July 21, 2006

The State Universities Civil Service System (System Office) is proposing a revision to the class specification plan for the occupational area of Labor Relations. We believe that this proposal will be beneficial in addressing the recruitment, employment, and retention concerns surrounding the staff within this constantly evolving business operation. Our overall objective is to provide an efficient and effective classification system that meets the needs of each employer.

The proposed Labor Relations Specialist series will replace the current series and Credential Assessment exams will replace the current Evaluation Sheet and Statement of Training and Experience exams. There are only minor modifications to the class specification. This proposal is presented for your review and comments.

### **Current Classes**

Labor Relations Specialist I  
Labor Relations Specialist II  
Labor Relations Specialist III

### **Proposed Classes**

Labor Relations Representative  
Labor Relations Specialist  
Labor Relations Supervisor

The classification proposal will be reviewed during individually scheduled meetings or conference calls conducted by the System Office staff. Examination format, employment guidelines and effective dates will also be reviewed during these meetings. The meeting's informational materials will be sent to representatives participating in the meeting.

Please contact Torre Walls if you have any questions at (217) 278-3150 Ext. 233 or at [torrew@sucss.state.il.us](mailto:torrew@sucss.state.il.us) if you need any additional information or clarification.