

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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*Joanne E. Maitland  
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TO: Designated Employer Representatives/Human Resources Directors  
Classification Personnel and Examination Personnel

FROM: Emily Grijalva  
Human Resource Intern

SUBJECT: Notice of Specification/Examination Revision for the Biomedical Engineering  
Technician Series

DATE: February 21, 2011

Consistent with our transition to electronic testing options, the State Universities Civil Service System (System Office) is proposing a revision to the classification plan for the Biomedical Engineering Technician Series. In this instance, our primary objective is to simply convert the current examinations to an Electronic Knowledge Test (E-Test) and/or Credentials Assessment model, which can be easily delivered in an electronic format. This conversion should prove to be more efficient and effective in addressing the applicant recruitment and employment components in this occupational area.

This proposal is to notify you of our planned conversion from the current Informational Supplement and Knowledge Test. We do not plan to substantively revise the classification specifications for this series, but we will be minimally changing the specification format to coincide with our standardized model. Confidential examination materials will be distributed later to meeting participants.

**Current Classes**

Biomedical Engineering Technician I  
Biomedical Engineering Technician II  
Biomedical Engineering Technician III  
Biomedical Engineering Technician IV

**Proposed Classes**

Biomedical Engineering Technician I  
Biomedical Engineering Technician II  
Biomedical Engineering Technician III  
Biomedical Engineering Technician IV

This proposal will be formally reviewed at a meeting on **March 1, 2011 at 1:30 p.m by conference call**. We ask each employer utilizing these classifications to please participate in this process. Due to the minor revisions to the class specifications and examination, we do not anticipate a lengthy meeting. Conference call information will be sent prior to the meeting date along with examination information.

Please share this information as required, but keep in mind that the purpose of this meeting is to simply change the delivery format of the examination from an applicant-rated paper format to an employer-rated electronic test. Contact Emily Grijalva at (217) 278-3150, Ext. 225, or by email at [emilyg@sucss.state.il.us](mailto:emilyg@sucss.state.il.us) if you need any additional information or clarification.

***Please respond by February 25, 2011 if your university/agency plans to participate in the Class Specification and Examination Review Meeting.***