Sunnycrest Center
1717 Philo Road, Suite 24
Urbana, Illinois 61802-6099

Joanne Maitland
Merit Board Chair
Lewis T. (Tom) Morelock
Executive Director

TO: Designated Employer Representatives/Human Resources Directors
Classification Personnel
Testing Personnel

FROM: Jeff Brownfield
Operations Division

SUBJECT: Final Status Notice for the Office Machines Mechanic Series
CCE-12-341

DATE: March 21, 2012

The State Universities Civil Service System continues to routinely revise and modify the classification plan. The overall objective is to provide an efficient and effective classification and examination system that meets the business requirements of each employer. The following modifications are therefore incorporated into the State Universities Civil Service System classification plan.

Current Classes	Action	Prom. Line	Occ. Area	Work Area	Effective Date
3197 Office Machines Mechanic I	DELETE	169	14/ Skilled Trades	592	4/15/12
3198 Office Machines Mechanic II	DELETE	169	14/ Skilled Trades	592	4/15/12

Voiding/Deleting Registers
The registers for the Office Machines Mechanic Series classifications should be voided at the close of business on April 14, 2012. All testing materials related to these titles should be destroyed.

Class Specification and Examination Components/Instruments
For classification/examination details and other information visit the class specification link at our website at www.sucss.state.il.us.

Pay Rate/Ranges
The pay ranges for the designated classification(s) will be eliminated through the Statewide Salary Data Processing System, (SSDPS).

Human Resources Records / Seniority
Appropriate updates should be completed in each file for any employee who has previously held a position in an eliminated classification. Seniority calculations should be reviewed.

If you have any questions or need additional information, please contact me at (217) 278-3150 Ext. 236 or at jeffb@sucss.state.il.us.