

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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

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

FROM: Emily Grijalva
Operations Division

SUBJECT: Status Notice for the Motorcycle Safety Specialist
CCE-13-069

DATE: April 19, 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.

Class currently used by: UIUC, ISU, NIU

<u>Current Classes</u>	<u>Action Proposed</u>	<u>Revised/New Classes</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Effective Date</u>
4822 Motorcycle Safety Specialist	REVISE	4822 Motorcycle Safety Specialist	None	13/ Protective Services	069/ Safety and Securities Services	06/15/12

Voiding/Deleting Registers

The registers for the Motorcycle Safety Specialist should be voided at the close of business on June 14, 2012. All testing materials related to these titles should be destroyed.

Class Specification and Examination Components/Instruments

The new class specification and examining instruments for the Motorcycle Safety Specialist (Knowledge Test) will be effective (available per E-Test) June 15, 2012. For details on class specification and other information i.e. occupational area, work area, promotional line, etc., visit the class specification link at our website at www.sucss.state.il.us.

Pay Rate/Ranges

Where necessary, employers should make adjustments to or establish new pay rates/ranges to accompany the above changes. In some instances, establishing a wide pay range will optimize the opportunity of each employer to properly reflect their individual compensation programs for these operations and positions.

Seniority

Seniority calculations should be reviewed and established based on the final classification assignment.

If you have any questions or need additional information, please contact Emily Grijalva at (217) 278-3150 Ext. 225 or at emilyg@sucss.state.il.us.