

## STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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**Joanne E. Maitland**  
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Lewis T. (Tom) Morelock  
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TO: Designated Employer Representatives/Human Resources Directors  
Classification Personnel  
Testing Personnel

FROM: Gail Hankins  
Operations Division

SUBJECT: Notice of Pipefitter and Refrigeration Mechanic Series Classification Update

DATE: January 30, 2013

Consistent with our obligation and responsibility to properly administer the classification plan for the State Universities Civil Service System, the University System Office is proposing a revision to the following classification series. The overall objective is to provide an efficient and effective classification and examination system that meets the business requirements of each employer.

Part of our plan is to update all craft and trade-related examinations including the Pipefitter and Refrigeration Mechanic Series. This proposal is prompted by our review of the classification specifications in this series, which indicated that these two classes appeared to be quite similar overall. There is overlap in functionality of these classifications and with the use of a Specialty Factor to positions/incumbents, there should be an opportunity to meet any specific welding, pipefitter and/or refrigeration requirement in these positions. It is important to note that currently the minimum qualifications for these two classes are quite similar.

We will not support and will discontinue the use of the Refrigeration Mechanic, Refrigeration Mechanic Sub-Foreman and Refrigeration Mechanic Foreman classifications.

New positions or any new vacancy that have traditionally been classified as a Refrigeration Mechanic, Refrigeration Mechanic Sub-Foreman and/or Refrigeration Mechanic Foreman must be converted and employed through other appropriate titles such as the Pipefitter, Pipefitter Sub-Foreman and/or Pipefitter Foreman.

Any current employee who is moved from the Refrigeration Mechanic, Refrigeration Mechanic Sub-Foreman and/or Refrigeration Mechanic Foreman classifications to another appropriate classification must meet the minimum qualifications for the new classification or otherwise be transitioned upon the submission and approval of a Compensatory Qualification and/or a Specialty Factor.

Pipefitter Series is currently used by: UIUC, UIC, NIU, SIUC, ISU, EIU, WIU, and SIUE.  
Refrigeration Mechanic Series is currently used by: UIUC, UIC, NIU, SIUC, SIUE, ISU, and EIU

The following modifications are therefore planned for inclusion into the State Universities Civil Service System classification plan:

**Current Classes**

Refrigeration Mechanic\*  
Refrigeration Mechanic Sub-Foreman\*  
Refrigeration Mechanic Foreman\*

**Proposed Classes**

Pipefitter  
Pipefitter Sub-Foreman  
Pipefitter Foreman

*\* Please note, Specialty Factor can be attached to any position requiring specific refrigeration certification(s).*

A final status notice with specific effective date will be posted in the coming days.

If you have any questions or need additional information, please contact Gail Hankins at (217) 278-3150 Ext. 232 or at [gailh@sucss.illinois.gov](mailto:gailh@sucss.illinois.gov).