

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



**James D. Montgomery
Merit Board Vice Chair
Lewis T. (Tom) Morelock
Executive Director**

DATE: June 25, 2013

TO: Designated Employer Representatives, Human Resource Directors,
Examination Personnel & Classification Personnel

FROM: Gail E. Hankins, Human Resource Associate
Operations Division

SUBJECT: Status Notice of New Specification/Examination for Emergency Management
Coordinator

The University System Office continues to revise and modify its business processes related to the creation/revision of class specifications and examinations. The overall objective is to provide an efficient and effective classification system that meets the needs of each university/agency.

Class	Action Taken	Class Code	Occ. Area	Work Area	Effective Date
Emergency Management Coordinator	ADD	2792	13 Protective Services	069 Safety and Security Services	7/15/13

Pay Rate/Ranges

Employers should 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.

Contact me if you have any questions at 217/278-3150 or at gailh@sucss.illinois.gov.