

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

Sunnycrest Center
1717 Philo Road, Suite 24
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James D. Montgomery
Merit Board Vice Chair
Lewis T. (Tom) Morelock
Executive Director

To: Designated Employer Representatives
Human Resources Directors
Classification Personnel
Testing Personnel

From: Torre L. Walls
Operations Division

Re: Final Status Notice – Quality Specialist Series

Date: October 25, 2013

Consistent with our obligation to administer and maintain the University System classification plan, this communication shall provide the final notification and effective date of addition of the following classification:

Quality Specialist
Senior Quality Specialist
Organizational Quality Coordinator

<u>Classes</u>	<u>Action</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Effective Date</u>
4973 Quality Specialist	NEW	369	03/ Managerial	441/ Managerial	11/15/13
4974 Senior Quality Specialist	NEW	369	03/ Managerial	441/ Managerial	11/15/13
4975 Organizational Quality Coordinator	NEW	369	01/ Professional	441/ Managerial	11/15/13

Class Specification and Examination Components/Instruments

The new class specification and examining instruments for the Quality Specialist Series (Credentials Assessment) will be effective (available per E-Test) November 15, 2013. 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.illinois.gov.

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.

Please contact Torre L. Walls at the University System Office by calling 217.278.3150, Ext. 230 or email at torrew@sucss.illinois.gov if you need additional information.