

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

*Sunnycrest Center
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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: Lucinda M. Neitzel *LMN*
Assistant Director, Operations and Compliance Division

SUBJECT: Final Status Notice for the Disability Transportation Specialist Series

DATE: February 28, 2014

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

Disability Transportation Specialist
Head Disability Transportation Specialist

Classes are currently used by: UIC, UICH, UIUC

| <u>Current Class</u> | <u>Action Proposed</u> | <u>Revised/New Class</u> | <u>Prom. Line</u> | <u>Occ. Area</u> | <u>Work Area</u> | <u>Effective Date</u> |
|---------------------------------------------------|------------------------|---------------------------------------------------|-------------------|-----------------------|-----------------------------|-----------------------|
| 4833 Disability Transportation Specialist | REVISE | 4833 Disability Transportation Specialist | 352 | 14/ Skilled Trades | 013/ Automotive Services | 04/15/14 |
| 4834 Head Disability Transportation Specialist | REVISE | 4834 Head Disability Transportation Specialist | 352 | 14/ Skilled Trades | 013/ Automotive Services | 04/15/14 |

Voiding/Deleting Registers

The employment registers for the Disability Transportation Specialist Series should be voided at the close of business on Monday, April 14, 2014. All testing materials related to this title should be destroyed.

Class Specification and Examination Components/Instruments

The revised class specification and examining instruments for the Disability Transportation Specialist Series classifications (Credentials Assessment) will be effective (available per E-Test) April 15, 2014. 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 Jeff Brownfield at (217) 278-3150 Ext. 236 or at jeffb@sucss.illinois.gov.