

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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

FROM: Lucinda M. Neitzel 
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SUBJECT: Proposal Notice for the Housing Maintenance Series

DATE: April 9, 2014

The State Universities Civil Service System (System Office) is proposing a revision to the Housing Maintenance Series classification specification in the Custodial Services occupational area. We believe that this proposal will be beneficial in addressing the recruitment, employment, and retention concerns surrounding the staff within this constantly evolving business operation. Our overall objective is to provide an efficient and effective classification system that meets the needs of each employer.

As outlined below, the current classification specification series will transition to those being proposed:

Current Classes

Housing Maintenance Inspector
Housing Maintenance Supervisor

Proposed Classes

Housing Maintenance Inspector
Housing Maintenance Supervisor

This classification proposal will be reviewed during individually scheduled meetings or conference calls conducted by System Office staff. Examination format and effective dates will also be reviewed during the meetings.

Thank you in advance for your cooperation and feedback. Please contact Gail Hankins if you have any questions at 217/278-3150 Ext. 232 or via email at gailh@sucss.illinois.gov.