

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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

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

FROM: Lucinda M. Neitzel 
Assistant Director, Operations and Audit Division

SUBJECT: Final Status Notice for the Archaeology Series

DATE: April 17, 2015

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):

Archaeological Assistant
Archaeological Technician

Classes are currently used by: 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>
4588 Archaeological Assistant	REVISE	4588 Archaeological Assistant	40	15	504/ Subsidiary	06/01/15
3853 Archaeological Technician	REVISE	3853 Archaeological Technician	40	02	502/ Natural Sciences	06/01/15

Voiding/Deleting Registers

The employment registers for the Archaeology Series should be voided at the close of business on Friday, May 31, 2015. 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 Archaeology Series classifications (Credentials Assessment) will be effective (available per E-Test) June 1, 2015. 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.

If you have any questions or need additional information, please contact Tonya Koets at (217) 278-3150 Ext. 240 or at tonyak@sucss.illinois.gov.