

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



James D. Montgomery
Merit Board Chair
Jeff Brownfield
Executive Director

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

FROM: Lucinda M. Neitzel 
Assistant Director, Classification, Examination and Compensation

SUBJECT: Deletion Notice for the Investment Analyst Series

DATE: September 1, 2016

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

<u>Current Classes</u>	<u>Action</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Effective Date</u>
0247 Investment Analyst I	DELETE	331	02/ Semi- Professional	352	09/01/16
0248 Investment Analyst II	DELETE	331	02/ Semi- Professional	352	09/01/16
3296 Securities Specialist	DELETE (Discontinued)	331	01/ Professional	352	09/01/16

Voiding/Deleting Registers

The registers for the Investment Analyst Series should be voided at the close of business on Wednesday, August 31, 2016. All testing materials related to this series should be destroyed.

Class Specification and Examination Components/Instruments

For classification/examination details and other information visit the class specification link at our website at www.sucss.illinois.gov. Deleted classifications will be listed under a separate link at www.sucss.illinois.gov/csn.aspx?osm=c20

Pay Rates/Ranges

The pay ranges for the designated classification(s) will be eliminated through the Salary Data System. Additionally, pay information regarding this classification will be removed from our public website.

Human Resource Records/Seniority

Appropriate updates should be completed in each file for any employee who has previously held a position in an eliminated classification. In this respect, individual seniority reviews should have been carefully reviewed during the proposal notice period and Change-In-Title transactions processed through the System Office (if applicable).

If you have any questions or need additional information, or would like to provide feedback or concerns regarding this change, please contact me at (217) 278-3150 Ext. 236 or at cindyn@sucss.illinois.gov.