

# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



Lyneir R. Cole  
Merit Board Chair  
Jeff Brownfield  
Executive Director

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

FROM: Gail Hankins [REDACTED]  
Human Resource Officer, Classification, Examination and Compensation

SUBJECT: Final Status Notice for the Grounds Worker

DATE: February 5, 2018

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):

Grounds Worker

Classes are currently used by: CSU, EIU, NIU, WIU, ISU, SIU-SM, SIUE, UIC, UIS, 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>Exam Components</u>	<u>Effective Date</u>
2015 Grounds Worker	REVISE	2015 Grounds Worker	32, 96, 218, 219, 228, 313	15/ Semi Skilled Trades	171/ Grounds	KT & CA	03/15/18

### Voiding/Deleting Registers

The employment registers for the Grounds Worker should be voided at the close of business on Wednesday, March 14, 2018. All testing materials related to this title should be destroyed.

### Class Specification and Examination Components/Instruments

The revised class specification and examining instrument for the Grounds Worker classification (Knowledge Test and Credentials Assessment) will be effective (available per E-Test) March 15, 2018. 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](http://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 Gail Hankins at (217) 278-3150 Ext. 240 or at [GailHankins@succs.illinois.gov](mailto:GailHankins@succs.illinois.gov).