


STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



Carney Barr
Merit Board Chair
Jeff Brownfield
Executive Director

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

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

SUBJECT: Proposal Notice for the Police Telecommunicator/ Public Safety Telecommunicator Series

DATE: May 8, 2019

The State Universities Civil Service System (System Office) continues to routinely revise and modify the classification plan in accordance with the standard classification plan management process. The overall objective is to provide an efficient and effective classification and examination system that meet the business requirements of each employer. The following modifications are therefore being proposed for the forementioned series.

The System Office is editing the occupational areas for the Police/Public Safety Telecommunicator and the Police/ Public Safety Telecommunicator Supervisor. The Police/Public Safety Telecommunicator is currently in the occupational area of Clerical (04) and the Police/Public Safety Telecommunicator Supervisor is currently in the occupational area of Managerial (03). There has been movement to change the occupational area for similar classifications at the Federal level from Administrative Support (similar to our Clerical occupational area) to a Protective Service occupational area. The System Office has a Protective Service occupational area (13) and therefore proposes moving both classifications in this series to this occupational area. We believe this modification will be beneficial in addressing the recruitment, employment and retention in the Protective Service area.

At this time, we are not proposing any other changes to the class specification nor any change to the examination instruments for this series. The employment registers will not be voided. The class plan memorandum/class specification's effective date will be May 15, 2019.