


STATE UNIVERSITIES CIVIL SERVICE SYSTEM

Sunnycrest Center
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Jill Smart
Merit Board Chair
Jeff Brownfield
Executive Director

TO: Designated Employer Representatives
Classification Personnel
Testing Personnel

FROM: Lauren Aceves 
Human Resource Officer, Classification, Examination and Compensation

SUBJECT: Final Status Notice for the Deletion of Coordinator of Operations – The President’s House

DATE: November 15, 2019

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

Coordinator of Operations – The President’s House

Code No.	Class Title	Action	Prom. Line	Occ. Area	Work Area	Eff. Date
4687	Coordinator of Operations - The President's House	DELETE	None	03 / Managerial	172	11/15/2019

Class currently used by: none

Voiding/Deleting Registers

The registers for the Coordinator of Operations – The President’s House should be voided at the close of business on November 14th, 2019. All testing materials related to this title should be destroyed.

Human Resources Records/Seniority

Appropriate updates should be completed in each file for any employee who has previously held a position in an eliminated classification. Seniority calculations should be reviewed.

Pay Rate/Ranges

The pay ranges for the designated classification(s) will be eliminated through the Statewide Salary Data Processing System, (SSDPS).

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.

If you have any questions or need additional information, please contact Lauren Aceves at (217) 278-3150 Ext. 232 or at laurena@sucss.illinois.gov.