


# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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Julie Annette Jones  
Merit Board Chair  
Jeff Brownfield  
Executive Director

TO: Designated Employer Representatives/Human Resources Directors  
Classification Personnel and Examination Personnel

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

SUBJECT: Final Status Notice for the Laboratory Manager Classification

DATE: November 9, 2020

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):

## Laboratory Manager

<u>Code No.</u>	<u>Class Title</u>	<u>Action</u>	<u>Revised/ New Class Title</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Exam Comp.</u>	<u>Eff. Date</u>
2408	Laboratory Manager	REVISE	Laboratory Manager	None	03 / Managerial	500 / Managerial	CA	12/15/ 2020

### Voiding/Deleting Registers

The employment registers for the Laboratory Manager classification should be voided at the close of business on Monday, December 14<sup>th</sup>, 2020. All testing materials related to this title should be destroyed.

### Class Specification and Examination Components/Instruments

The new class specification and examining instruments for the Laboratory Manager classification will be effective (available per E-Test) on December 15<sup>th</sup>, 2020. 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 adjust 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 Lauren Aceves at (217) 278-3155 or at [laurena@succs.illinois.gov](mailto:laurena@succs.illinois.gov).