

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 Testing Personnel

FROM: Omeka Brown *OB*
 Human Resource Officer, Classification, Examination and Compensation

SUBJECT: Final Status Notice for the Financial Analyst/Planner Series

DATE: July 15, 2021

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):

Financial Analyst/Planner Associate
 Financial Analyst/Planner Specialist
 Financial Analyst/Planner Supervisor

Classes are currently used by: EIU, GSU, ISU, ISAC, NEIU, NIU, SIUC, SIUE, SIU-SOM, UI-CH, UIC, UIP,
 UIR, UIS, WIU

<u>Current Class</u>	<u>Action</u>	<u>Revised/New Class</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Change-in-Title Policy</u>	<u>Exam Components</u>	<u>Effective Date</u>
4787 Financial Analyst/Planner Associate	REVISE/ CIT	4787 Financial Analyst/Planner	334	01/ Professional	593/ Managerial	1	CA	09/01/21
4788 Financial Analyst/Planner Specialist	REVISE/ CIT	4788 Financial Analyst/Planner Specialist	334	01/ Professional	593/ Managerial	1	CA	09/01/21
4789 Financial Analyst/Planner Supervisor	REVISE/ CIT	4789 Financial Analyst/Planner Supervisor	334	01/ Professional	593/ Managerial	1	CA	09/01/21

*Change-in-Title policy requirements reflect revised procedures issued 11/14/07. Change-in-Title actions listed above are strongly recommended with positions assigned to the appropriate new/revised classifications based on a thorough review of job duties and assignments.

Voiding/Deleting Registers

The Original Entry and the Promotional employment registers for the Financial Analyst/Planner Series shall be voided at the close of business on Tuesday, August 31, 2021. All testing materials related to this title should be destroyed.

Reemployment Registers

Upon utilization of CIT Policy #1, individuals on the Reemployment Register are entitled to remain on the Reemployment Register for the classification designated to replace the previous classification or for a classification that is reasonably equivalent to the previous classification specification and examination. Reemployment Registers shall not be voided.

Classification and Examination Components/Instruments

The revised class specification and examining instruments for the Financial Analyst/Planner Series will be effective (available per E-Test) September 1, 2021. 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.

Pay Rate/Ranges

Where necessary, employers should make adjustments to and/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 shall be reviewed and established based on the final classification assignment.

If you have any questions or need additional information, please contact Omeka Brown at (217) 278-3153 or at omekab@sucss.illinois.gov.