

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



**Julie Annette Jones
Merit Board Chair
Gail Schiesser
Executive Director**

TO: Designated Employer Representatives, Classification and Testing Personnel

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

DATE: February 24, 2022

RE: Final Status Notice for Electrician Series

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

<u>Class Title</u>	<u>Action</u>	<u>Revised Class Title</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Exam Comp.</u>	<u>CIT Policy</u>	<u>Eff. Date</u>
1262 Electrician	Edited Exam and Employment Guidelines Only	1262 Electrician	67	14/ Skilled Trades	023/ Crafts and Trades Services	KT	N/A	05/01/22
1263 Electrician Sub-Foreman	Edited Exam and Employment Guidelines Only	1263 Electrician Sub-Foreman	67	14/ Skilled Trades	023/ Crafts and Trades Services	KT	N/A	05/01/22
1264 Electrician Foreman	No Change	1264 Electrician Foreman	67	14/ Skilled Trades	023/ Crafts and Trades Services	CA	N/A	05/01/22
1265 Crafts and Trades General Foreman	No Change	1265 Crafts and Trades General Foreman	67	14/ Skilled Trades	023/ Crafts and Trades Services	CA	N/A	05/01/22

Classes are currently used by: CSU, EIU, GSU, ISU, NEIU, NIU, SIU-C, SIU-E, UI-C, UI-S, UI-UC, WIU

*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 employment registers for the Electrician, Electrician Sub-Foreman, Electrician Foreman and the Crafts and Trades General Foreman classification(s) **should remain intact and should not be voided.**

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.

Class Specification and Examination Components/Instruments

Applicants are allowed to bring and use the 2020 National Electrical Code (NEC) Handbook (hard copy) or a hard copy should be made available for the applicants to use while completing the Electrician and Electrician Sub-Foreman Knowledge Tests, effective May 1, 2022. Other manuals i.e., Ugly's Electrical Reference Book, IBEW NEA coins or reference materials including ElectriCalc Pro Electrical Calculator are NOT allowed for use with these examinations. The new class specification and edited examining instruments and Employment Guidelines for the Electrician and Electrician Sub-Foreman classification(s) will be effective (available per E-Test) on May 1st, 2022. 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 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 shall 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) 560-6203 or at gailhankins@sucss.illinois.gov.