

# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

*Sunnycrest Center  
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Urbana, Illinois 61802-6099*



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

TO: Designated Employer Representatives, Classification and Testing Personnel

FROM: Danielle Routh  
Human Resource Manager, Classification, Examination, and Compensation

DATE: April 14, 2022 *DR*

RE: Final Status Notice for Technical Director 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 revisions to the following classification(s):

### Assistant Technical Director Technical Director

<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 Com p.</u>	<u>CIT Policy</u>	<u>Eff. Date</u>
1031 Assistant Auditorium Technical Director	REVISE/ CIT	1031 Assistant Technical Director	116	02/Semi-Professional	170/ Construction, Maintenance and Repair	CA	1	04/15/22
1030 Auditorium Technical Director	REVISE/ CIT	1030 Technical Director	116	02/Semi-Professional	170/ Construction, Maintenance, and Repair	CA	1	04/15/22

Classes are currently used by: EIU, GSU, ISU, NIU, SIU-C, UI-S, 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 Technical Director Series classification(s) shall be voided at the close of business on Thursday, April 14, 2022. All testing materials related to this title shall 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.

Class Specification and Examination Components/Instruments

The new class specification and examining instruments for the Technical Director Series classification(s) will be effective (available per E-Test) on April 15, 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](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 shall be reviewed and established based on the final classification assignment.

If you have any questions or need additional information, please contact Danielle Routh at (217) 278-3150 or at [danieller@sucss.illinois.gov](mailto:danieller@sucss.illinois.gov).