


# 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:** Christian R. Twombly, Human Resource Representative  
Classification, Examination, and Compensation 

**DATE:** April 6, 2023

**RE:** Proposal Notice for Driver Series and Route Driver Series

The State Universities Civil Service System (University System) proposes revising the below Driver Series and Route Driver Series classification(s). This proposal will be beneficial in addressing the recruitment, employment, and retention concerns surrounding the staff within this constantly evolving business operation. Our overall objective is to provide an efficient and effective classification system that meets the needs of each employer.

As outlined below, the current classification specifications that will be included in this revision are:

<u>Driver Series</u>	<u>Route Driver Series</u>
<ul style="list-style-type: none"><li>○ Driver Helper</li><li>○ Driver</li><li>○ Automotive Sub-Foreman</li><li>○ Automotive Foreman</li></ul>	<ul style="list-style-type: none"><li>○ Route Driver Helper</li><li>○ Route Driver</li></ul>

This classification proposal will be reviewed during individually scheduled meetings or conference calls conducted by University System staff. Examination format and effective dates will also be reviewed during these meetings. To allow ample time for all parties to provide initial comments and feedback regarding this proposal, the dates and times for these meetings have yet to be determined. This office will notify you through a Meeting Notice once they have been scheduled.

Thank you in advance for your cooperation and feedback. If you have any questions or need additional information, please contact Christian Twombly at (217) 278-3150 or [christiant@sucss.illinois.gov](mailto:christiant@sucss.illinois.gov).