

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: Noel Rowe, Human Resource Associate [REDACTED]
Classification, Examination, and Compensation

DATE: July 20, 2023

RE: Proposal Notice for Communications Technician Series

The State Universities Civil Service System (University System) proposes revising the Communications Technician Series classification(s). We believe that 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:

Communications Technician Series

- Communications Technician I
- Communications Technician II
- Communications Technician III

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 get in touch with Noel Rowe at (217) 560-6202 or noelr@sucss.illinois.gov.