

# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



James D. Montgomery  
Merit Board Chair  
Lewis T. (Tom) Morelock  
Executive Director

TO: Designated Employer Representatives, Human Resources Directors  
Classification Personnel, Testing Personnel

FROM: Lucinda M. Neitze   
Assistant Director, Operations and Audit Division

SUBJECT: Proposal Notice for the Musical Instrument Technician Series

DATE: April 10, 2014

The State Universities Civil Service System (System Office) is proposing a revision to the Musical Instrument Technician Series. 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 specification series will transition to those being proposed:

Current Classification Series

Musical Instrument Technician I  
Musical Instrument Technician II  
Musical Instrument Technician III

Proposed/New Classification Series

Musical Instrument Technician I  
Musical Instrument Technician II  
Musical Instrument Technician III

This classification proposal will be reviewed during individually scheduled meetings or conference calls conducted by System Office 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. You will be notified by this office through a Meeting Notice once they have been scheduled.

Thank you in advance for your cooperation and feedback. Please contact Jeff Brownfield at 217/278-3150 Ext. 236 or via email at [jeffb@sucss.illinois.gov](mailto:jeffb@sucss.illinois.gov).