

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



Lyneir R. Cole
Merit Board Chair
Jeff Brownfield
Executive Director

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

FROM: Danielle Routh *DR*
Human Resource Associate, Classification, Examination and Compensation

SUBJECT: Final Status Notice for the Manager of Sports Facilities

DATE: November 1, 2017

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:

Manager of Sports Facilities

Classes are currently used by: CSU, NIU, UIC, WIU

<u>Current Class</u>	<u>Action Proposed</u>	<u>Revised/Ne w Class</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Effective Date</u>
3685 Manager of Sports Facilities	REVISE	3685 Manager of Sports Facilities	None	03/ Managerial	078/ Student Activity and Program Services	12/01/17

Voiding/Deleting Registers

The employment registers for the Manager of Sports Facilities should be voided at the close of business on Thursday, November 30, 2017. All testing materials related to this title should be destroyed.

Class Specification and Examination Components/Instruments

The revised class specification and examining instruments for the Manager of Sports Facilities classification (Credentials Assessment) will be effective (available per E-Test) December 1, 2017. 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 make adjustments to 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 should 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 Ext. 232 or at danieller@sucss.illinois.gov.