

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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*John Butler
Merit Board Chair
Gail Schiesser
Executive Director*

TO: Designated Employer Representatives, Classification and Testing Personnel

FROM: Gail Schiesser
Executive Director

DATE: June 15, 2026

RE: Proposal Notice: **Phlebotomist Series**

- A. **Purpose:** The State Universities Civil Service System (University System) continues to revise and modify its classification plan. The overall objective is to provide a structured and consistent classification and examination system that provides employment within the University System on the basis of merit and fitness.

The Phlebotomist series classification has been identified for revision, to include the following classifications:

1. **Phlebotomist Trainee (Classification Code Number #####)**
2. **Phlebotomist (Classification Code Number 3034)**

B. Next Steps

Once the draft specification and examination have been developed, the University System will conduct a series of meetings to review the proposed specification and examination and provide an opportunity for feedback. We will provide a meeting announcement at a later date.

C. Contact Information

We look forward to working with you on this project. If you have any questions or need additional information, please contact the Classification and Examination Division at:

cecdivision@sucss.illinois.gov.