

NEW YORK STATE DEPARTMENT OF CIVIL SERVICE
DIVISION OF CLASSIFICATION AND COMPENSATION
DIVISION OF STAFFING SERVICES
GENERAL INFORMATION BULLETIN No. 20-01

TO: Department and Agency Directors of Human Resources, Personnel and Affirmative Action Officers, Equal Opportunity Specialists, Diversity and Inclusion Specialists

FROM: Abner JeanPierre, Director of Classification and Compensation
Jessica Rowe, Director of Staffing Services

SUBJECT: Change in Jurisdictional Classification of Service and Repair Mechanic (Motor Equipment), Grade 12

DATE: January 17, 2020

Effective December 18, 2019, the jurisdictional classification of Service and Repair Mechanic (Motor Equipment), Grade 12, was changed from Competitive to Non-Competitive by the New York State Civil Service Commission.

Incumbents of the Service and Repair Mechanic (Motor Equipment) positions who have permanent competitive service will have no loss in status and will be treated as if they remain in the Competitive Class. Those incumbents will continue to have promotion and transition examination eligibility, be able to transfer to Competitive Class positions, and maintain Competitive Class reemployment rights. There will be no change in salary, benefits or bargaining unit status. The Department of Civil Service will maintain a roster of current Competitive Class Service and Repair Mechanics (Motor Equipment) as a reference for future employment actions involving these employees. The Department recommends that each agency with the Service and Repair Mechanic (Motor Equipment) title maintain a similar roster of its affected employees.

Employees hired as a Service and Repair Mechanic (Motor Equipment) on or after December 18, 2019, will have the same benefits and rights as incumbents in other titles in the Non-Competitive Class. Additionally, all permanent and contingent-permanent Service and Repair Mechanics (Motor Equipment) will be eligible to take the promotion examination for Maintenance Supervisor 1 (Motor Equipment), Grade 14, and other transition examinations extended to incumbents in the Non-Competitive Class.

Appointing authorities should use the attached draft letter to notify incumbents of this change in jurisdictional classification and its impact on their status. Employees serving in temporary status in permanent items should be converted to permanent status.

Please forward any questions regarding this jurisdictional classification change to your Staffing Representative.

Attachment

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DRAFT LETTER

Date:

Ms./Mr. XXX
Address
CSZ

Dear _____:

Effective December 18, 2019, the jurisdictional classification of Service and Repair Mechanic (Motor Equipment), Grade 12, was changed from Competitive to Non-Competitive by the Civil Service Commission.

As a permanent competitive incumbent of a Service and Repair Mechanic (Motor Equipment) position, you will have no loss in status and will be treated as if you remain in the Competitive Class. You will continue to have promotion and transition examination eligibility, be able to transfer to Competitive Class positions, and maintain Competitive Class reemployment rights. You will incur no change in salary, benefits, or bargaining unit status as a result of this change.

Any questions you may have should be directed to _____ in our Human Resources Office.

Sincerely,

Name XXX
Title XXX