

Supplementary Examination Announcement

CANCER REGISTRAR II- 05952

Monthly Salary Range: \$3969 - \$5913

General Duties: Under direction, monitors Illinois State Cancer Registry (ISCR) data collection, abstracting, coding, editing, and interstate exchange of cancer data; reviews and recommends revisions in data management techniques; reviews and updates coding manuals record logs, and monitors security measures to assure confidentiality or travels to field sites and evaluates the quality, completeness and validity of cancer data for medical centers, hospitals, and pathology labs in the State in order to assure quality control of the information being submitted to the ISCR. Conducts training in facilities when new reporting facilities or quality issues are identified. Positions at this level and above require the Certified Tumor Registrar (CTR), with responsibility for working with considerable independence on complex issues associated with the maintenance of the state cancer registry system.

The requirements for a minimal passing grade are as follows:

Training and Experience: Requires two years college supplemented by two years' experience in the field of cancer registry involving the collection, management and analysis of cancer incidence data. Requires current certification in good standing as a Certified Tumor Registrar (CTR).

Tests and weights: Training and experience 100%.

Length of eligibility period: One year.

Counties in which positions are established: Cook; Peoria; Sangamon

Counties listed include all counties in which positions have been established, and does not represent immediate openings. This listing is based on information currently available and is subject to change.

YOU NEED NOT APPEAR AT A TEST CENTER FOR THIS EXAMINATION.

Apply by sending a completed application (CMS 100) to the Department of Central Management Services, Bureau of Personnel, Room 500, Stratton Office Building, Springfield, IL 62706. Log on to the CMS website at <http://work.illinois.gov> for more information. Your training and experience will be evaluated from the information provided on your application.

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AN EQUAL OPPORTUNITY EMPLOYER

Moved to Group A 12-1-16, (RC-062-16B) Salary 7-1-16