

## Department of Employee Relations

Cavalier Johnson

Harper Donahue, IV

Molly King Employee Benefits Director

Nicole M. Fleck Labor Negotiator

February 19, 2024

The Honorable
Finance and Personnel Committee
Common Council
City of Milwaukee

Common Council File No. 231615 – Communication from the Department of Employee Relations relating to classification studies approved at the February 15, 2024 Fire and Police Commission meeting.

**Dear Committee Members:** 

The following classifications and pay recommendations were approved at the Fire and Police Commission meeting on February 15, 2024.

## **City Wide – Administrative Support**

Current Title	Current Pay Range and Recommended Title	Recommended Pay	
Current Title	Rate	Recommended field	Range and Rate
Police Services Specialist	6AN: \$33,110-\$33,110	N/A	6CN: \$38,849-\$46,618
Police Dept - 19 Positions	0AN. 955,110 955,110	N/A	0014. \$30,043 \$40,010
Fire Cadet	6BN: \$33,110-\$34,363	N/A	6AN: \$36,421-\$45,526
Fire Dept - 52 Positions	0011. \$33,110-\$34,303	N/A	Recruit Rate: \$33,110
Police Aide	6BN: \$33,110-\$34,363	N/A	6AN: \$36,421-\$45,526
Police Dept - 32 Positions	06N. \$35,110-\$34,305	N/A	Recruit Rate: \$33,110
Office Assistant I	6CN: \$33,110-\$34,925	N/A	6BN: \$37,114-\$46,392
Citywide - Underfill title	OCIV. \$33,110-\$34,323	N/A	OBN. \$37,114-\$40,332
Office Assistant II			
City Attorney - One Position			6DN: \$40,826-\$48,991
DNS - Eight Positions		N/A	
DPW Infra - One Position	6EN: \$33,110-\$38,121		
Fire Dept - One Position	0EN. \$55,110-\$56,121		
Health - One Position			
Library - Two Positions			
Police Dept - 43 Positions			
Office Assistant II	CEN. 622 110 620 121	Dragram Assistant I	ECN. ¢E2 2E1 ¢66 690
DPW OPS Fleet - One Position	6EN: \$33,110-\$38,121	Program Assistant I	5GN: \$53,351-\$66,689
Office Assistant II	CEN. 622 110 620 121	Community Health	EINI, 6E7 620 672 025
Health - One Position	6EN: \$33,110-\$38,121	Administrative Specialist 1	5IN: \$57,620-\$72,025
Office Assistant II	CEN. 622 110 620 121	Customer Service	6KN: \$49,095-\$58,914
Health - One Position	6EN: \$33,110-\$38,121	Representative III	Recruit Rate: \$49,399
Office Assistant II	CEN. 622 110 620 121	Administrative Assists at III	EINI, 6E7 620 672 025
Library - One Position	6EN: \$33,110-\$38,121	Administrative Assistant III	5IN: \$57,620-\$72,025

Office Clerk II			
Citywide - Underfill title	6EN: \$33,110-\$38,121	N/A	6BN: \$37,114-\$46,392
Communications Assistant I	6FN: \$33,110-\$40,757	21/2	CEN
Citywide - Underfill title	Recruit Rate: \$34,039	N/A	6EN: \$41,494-\$49,792
<b>Customer Service Representative I</b>	6FN: \$33,110-\$40,757	NI/A	CCN, ¢44 000 ¢53 004
Citywide - Underfill title	Recruit Rate: \$36,842	N/A	6GN: \$44,909-\$53,891
Mail Processor	6FN: \$33,110-\$40,757	N/A	6DN: \$40,826-\$48,991
Police Dept - Two Positions	OFIN. \$55,110-\$40,757	N/A	0DN. \$40,620-\$46,991
Office Assistant III			
City Attorney - One Position			
DCD - One Position			
DNS - 17 Positions			
DOA - One Position			
DPW Infra - Three Positions	6FN: \$33,110-\$40,757	N/A	6GN: \$44,909-\$53,891
ERS - One Position	Recruit Rate: \$36,842	N/A	00N. \$44,505-\$55,651
Fire Dept - One Position			
Health - Five Positions			
Library - One Position			
Mayor - One Position			
Police Dept - 21 Positions			
Office Assistant III	6FN: \$33,110-\$40,757	Program Assistant I	5GN: \$53,351-\$66,689
DCD - Two Positions	Recruit Rate: \$36,842	r rogram Assistant i	JGN. \$33,331-\$00,003
Office Assistant III	6FN: \$33,110-\$40,757	Benefits Services Specialist	5JN: \$60,036-\$75,045
ERS - One Position	Recruit Rate: \$36,842	Benefits Services Specialist	Recruit Rate: \$62,229
Office Assistant III	6FN: \$33,110-\$40,757	Customer Service	6KN: \$49,095-\$58,914
Health - One Position	Recruit Rate: \$36,842	Representative III	Recruit Rate: \$49,399
Office Assistant III	6FN: \$33,110-\$40,757	Program Assistant III	5JN: \$60,036-\$75,045
Health - One Position	Recruit Rate: \$36,842	Frogram Assistant in	Recruit Rate: \$62,229
Office Assistant III	6FN: \$33,110-\$40,757	Program Assistant III	5JN: \$60,036-\$75,045
Library - One Position	Recruit Rate: \$36,842	Frogram Assistant in	Recruit Rate: \$62,229
Police Records Specialist I	6FN: \$33,110-\$40,757	N/A	6GN: \$44,909-\$53,891
Police Dept - Underfill title	Recruit Rate: \$36,842	N/A	00N. \$44,505-\$55,651
Tow Lot Assistant I	6FN: \$33,110-\$40,757	N/A	6EN: \$41,494-\$49,792
DPW OPS - Underfill title	Recruit Rate: \$34,039	N/A	OLIN. 941,434-943,732
Accounting Assistant I	6GN: \$36,056-\$42,388		6HN: \$46,226-\$55,471
Police Dept - One Position	Recruit Rate: \$41,951	N/A	Recruit Rate: \$46,256
Treasurer - One Position	Nectali Nate. 941,001		Neci alt Nate. γ40,230
Administrative Assistant I	6GN: \$36,056-\$42,388		6HN: \$46,226-\$55,471
DOA - One Position	Recruit Rate: \$38,471	N/A	Recruit Rate: \$46,256
Police Dept - One Position			Ned alt Nate. 940,230
Assessment Services Clerk	6GN: \$36,056-\$42,388	N/A	6DN: \$40,826-\$48,991
Assessor - One Position	Recruit Rate: \$38,470	IV/	
Communications Assistant II	6GN: \$36,056-\$42,388	N/A	6HN: \$46,226-\$55,471
CCCC - One Position	Recruit Rate: \$38,471	1v/ /\tau	Recruit Rate: \$46,256
<b>Customer Service Representative II</b>	6GN: \$36,056-\$42,388		6HN: \$46,226-\$55,471
CCCC - Two Positions	Recruit Rate: \$38,471	N/A	Recruit Rate: \$46,256
DNS - Three Positions	Necture Nate: γ30,471		Necruit Nate: γ40,230

Tow Lot Assistant II	6GN: \$36,056-\$42,388		6HN: \$46,226-\$55,471
DPW OPS - Underfill title	Recruit Rate: \$38,471	N/A	Recruit Rate: \$46,256
Accounting Assistant II	Recruit Nate: 930,471		Recruit Nate: \$40,230
DCD - One Position			
DNS - Two Positions	6HN: \$39,349-\$44,426		6KN: \$49,095-\$58,914
DPW Admin - One Position	Recruit Rate: \$43,580	N/A	Recruit Rate: \$49,139
DPW Infra - One Position	Neciult Nate. \$45,500		Recluit Nate. \$49,139
Police Dept - One Position			
·	6HN: \$39,349-\$44,426		6JN: \$48,357-\$58,029
Accounting Program Assistant I		N/A	
Citywide - Underfill title	Recruit Rate: \$43,580		Recruit Rate: \$48,426
Administrative Assistant II			
CCCC - Two Positions	CUN 400 040 444 40C		CVN 440 005 450 044
DER - One Position	6HN: \$39,349-\$44,426	N/A	6KN: \$49,095-\$58,914
DPW Admin - One Position	Recruit Rate: \$40,146	·	Recruit Rate: \$49,399
DPW Infra - One Position			
ERS - One Position			
Communications Assistant III	6HN: \$39,349-\$44,426		6KN: \$49,095-\$58,914
DPW OPS - Two Positions	Recruit Rate: \$40,146	N/A	Recruit Rate: \$49,399
Water Works - Four Positions	Necrate Nate: \$ 10,110		Heer are Hate. \$ 15,555
Customer Service Representative			
III	6HN: \$39,349-\$44,426		6KN: \$49,095-\$58,914
Treasurer - Five Positions	Recruit Rate: \$40,146	N/A	Recruit Rate: \$49,399
Treasurer - One Position Bilingual	Neciult Nate. \$40,140		Recluit Nate. \$49,399
Water Works - 16 Positions			
Office Assistant IV			
DCD - Four Positions			
DNS - Four Positions			
DPW Infra - One Position	CUN, 620 240 644 42C		CKNI, 640,005, 650,044
DPW OPS - Two Positions	6HN: \$39,349-\$44,426	N/A	6KN: \$49,095-\$58,914
Fire Dept - Three Positions	Recruit Rate: \$40,146		Recruit Rate: \$49,399
Library – One Position			
Police Dept - Six Positions			
Water Works - Three Positions			
Office Assistant IV	6HN: \$39,349-\$44,426	B	FON 650 054 450 505
DPW OPS Forestry - Three Positions	Recruit Rate: \$40,146	Program Assistant I	5GN: \$53,351-\$66,689
Office Assistant IV	6HN: \$39,349-\$44,426	Customer Service	6KN: \$49,095-\$58,914
Health - One Position	Recruit Rate: \$40,146	Representative III	Recruit Rate: \$49,399
Office Assistant IV	6HN: \$39,349-\$44,426		5JN: \$60,036-\$75,045
Health - One Position	Recruit Rate: \$40,146	Program Assistant III	Recruit Rate: \$62,229
Police District Administrative			
Assistant	6HN: \$39,349-\$44,426	N/A	6KN: \$49,095-\$58,914
Police Dept - 54 Positions	Recruit Rate: \$40,146		Recruit Rate: \$49,399
Teller			
Police Dept - One Position	6HN: \$39,349-\$44,426		6KN: \$49,095-\$58,914
Treasurer - One Position	Recruit Rate: \$43,580	N/A	Recruit Rate: \$49,399
Treasurer - One Position Bilingual	Nectali Nate. 943,300		nectuit Nate. 743,333
Treasurer - One Position billigual			

BOZA - One Position	BOZA Administrative Assistant 1	6IN: \$39,196-\$45,988		
Communications Assistant IV   DPW OPS - Four Positions   Recruit Rate: \$42,036   N/A   Recruit Rate: \$51,726   N/A   GMN: \$52,917-\$63,500   N/A   Recruit Rate: \$40,993-\$48,169   N/A   Recruit Rate: \$49,399   N/A   Recruit Rate: \$49,399   N/A   GMN: \$52,917-\$63,500   N/A   Recruit Rate: \$49,399   N/A   GMN: \$52,917-\$63,500   N/A   Recruit Rate: \$49,399   N/A   GMN: \$52,917-\$63,500   N/A   GMN: \$44,909-\$53,891   N/A   GMN: \$47,150-\$56,585   M/A   GMN: \$40,993-\$54,702   N/A   GMN: \$40,993-\$54,702   N/A   Recruit Rate: \$49,324   N/A   Recruit Rate: \$49,393   N/A   Recruit Rate: \$49,393   N/A   Recrui			N/A	6GN: \$44,909-\$53,891
DPW OPS - Four Positions				CINI 650 004 664 457
Accounting Program Assistant II			N/A	
COMP - Three Positions         Recruit Rate: \$44,887         N/A         IN/A         IN/A         IN/A         IN/A         Administrative Services Assistant         Administrative Services Assistant         In/A				Recruit Rate: \$51,726
Administrative Services Assistant DCD - One Position Recruit Rate: \$42,980 Recruit Rate: \$41,736 Recruit Rate: \$49,399 Recruit Rate: \$41,736 Recruit Rate: \$49,399 Recruit Rate: \$41,736 Recruit Rate: \$49,399 Recruit Rate: \$42,980 Recruit Rate: \$43,914 Recruit Rate: \$43,914 Recruit Rate: \$43,914 Recruit Rate: \$43,914 Recruit Rate: \$45,807 Recruit Rate: \$45,809 Recruit Rate: \$48,909 Recruit Rate:			N/A	6MN: \$52,917-\$63,500
DCD - One Position			,	. , , ,
BOZA Administrative Assistant 2         6KN: \$40,993-\$48,169         N/A         6KN: \$49,095-\$58,914           BOZA One Position         Recruit Rate: \$41,736         N/A         Recruit Rate: \$49,399           Communications Assistant V         6KN: \$40,993-\$48,169         N/A         Recruit Rate: \$49,399           Assessment Services Assistant 1         6LN: \$42,980-\$49,583         N/A         6GN: \$44,909-\$53,891           Assessor - Underfill title         Recruit Rate: \$45,807         N/A         6GN: \$44,909-\$53,891           Payroll Clerk 1         6MN: \$45,584-\$52,588         N/A         6GN: \$44,909-\$53,891           Assessment Services Assistant 2         6MN: \$40,993-\$54,702         N/A         6IN: \$47,150-\$56,585           Assessment Services Assistant 2         6MN: \$40,993-\$54,702         N/A         6IN: \$47,150-\$56,585           Assessment Services Assistant 3         6MN: \$40,993-\$54,702         N/A         6IN: \$47,150-\$56,585           Assessment Services Assistant 4         6MN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           Muni Court - Four Positions         Recruit Rate: \$49,324         N/A         6KN: \$49,095-\$58,914           Court Services Assistant 1         6MN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           Muni Court - Five Positions         Recruit Rate: \$40,324         N/A			N/A	6MN: \$52.917-\$63.500
BOZA - One Position				
Communications Assistant V Water Works - Seven Positions Assessment Services Assistant 1 Assessor - Underfill title Court Services Assistant 1 Court Services Assistant 2 Court Services Assistant 2 Court Accounting Assistant 2 Court Accounting Assistant 6 Court Accounting Assistant 6 Court Accounting Assistant 7 Court Services Assistant 2 Court Services Assistant 2 Court Services Assistant 2 Court Services Assistant 3 Court Services Assistant 4 Court Services Assistant 5 Court Accounting Assistant 6 Court Accounting Assistant 6 Court Accounting Assistant 7 Court Services Assistant 2 Court Services Assistant 2 Court Services Assistant 1 Court Services Assistant 3			N/A	
Water Works - Seven Positions         Recruit Rate: \$42,980         N/A         6MN: \$52,917-\$63,500           Assessment Services Assistant 1         6LN: \$42,980-\$49,583         N/A         6GN: \$44,909-\$53,891           Court Services Assistant 1         6LN: \$42,980-\$49,583         N/A         6GN: \$44,909-\$53,891           Muni Court - Underfill title         Recruit Rate: \$45,807         Recruit Rate: \$45,807         Recruit Rate: \$45,807           Payroll Clerk 1         6MN: \$45,584-\$52,588         N/A         6IN: \$47,150-\$56,585           Citywide - Underfill title         Recruit Rate: \$47,150         N/A         6IN: \$47,150-\$56,585           Assessment Services Assistant 2         6NN: \$40,993-\$54,702         N/A         6IN: \$47,150-\$56,585           Assessor - Underfill title         Recruit Rate: \$48,097         N/A         6KN: \$49,095-\$58,914           Muni Court - Four Positions         Recruit Rate: \$48,097         N/A         6KN: \$49,095-\$58,914           Muni Court - Five Positions         Recruit Rate: \$48,097         N/A         6KN: \$49,095-\$58,914           Legal Office Assistant 1         6NN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           City Attorney - Underfill title         Recruit Rate: \$49,324         N/A         6KN: \$49,095-\$58,914           City Attorney - Fore Positions         Recruit Rate: \$49,32		· · ·	14/71	Recruit Rate: \$49,399
Assessment Services Assistant 1 Assessor - Underfill title Court Services Assistant 1 Assessor - Underfill title Citywide - Underfill title Recruit Rate: \$45,807 Recruit Rate: \$46,109 Recruit Rate: \$46,093-\$54,702 Recruit Rate: \$48,097 Recruit Rate: \$50,077 Recruit Rate: \$50,077 Recruit Rate: \$40,993-\$54,702 Recruit Rate: \$4	Communications Assistant V	6KN: \$40,993-\$48,169	N/A	6MN: \$52 917-\$63 500
Assessor - Underfill title   Recruit Rate: \$43,914   N/A   6GN: \$44,909-\$53,891	Water Works - Seven Positions	Recruit Rate: \$42,980	N/A	010110. \$32,317-\$03,300
Assessor - Underfill title   Recruit Rate: \$43,914	Assessment Services Assistant 1	6LN: \$42,980-\$49,583	NI/A	6CN: \$44 000 \$E2 901
Muni Court - Underfill title         Recruit Rate: \$45,807           Payroll Clerk 1         6MN: \$45,584-\$52,588         N/A         6IN: \$47,150-\$56,585           Citywide - Underfill title         Recruit Rate: \$47,150         N/A         6IN: \$47,150-\$56,585           Assessment Services Assistant 2         6NN: \$40,993-\$54,702         N/A         6IN: \$47,150-\$56,585           Court Accounting Assistant Muni Court - Four Positions         6NN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           Muni Court - Five Positions         Recruit Rate: \$49,324         N/A         6IN: \$47,150-\$56,585           Muni Court - Five Positions         Recruit Rate: \$49,097         N/A         Recruit Rate: \$49,097           Legal Office Assistant 1         6NN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           City Attorney - Underfill title         Recruit Rate: \$50,077         N/A         Recruit Rate: \$49,324           Tax Enforcement Specialist         6NN: \$40,993-\$54,702         N/A         N/A         Recruit Rate: \$49,324           Treasurer - Three Positions         Recruit Rate: \$49,324         N/A         Recruit Rate: \$49,324           Assessment Services Assistant 3         60N: \$52,364-\$59,789         N/A         Recruit Rate: \$49,324           TimD Administrative Assistant         60N: \$52,364-\$59,789         N/A	Assessor - Underfill title	Recruit Rate: \$43,914	N/A	6611. \$44,909-\$55,891
Name	Court Services Assistant 1	6LN: \$42,980-\$49,583	NI/A	6GN: \$44,909-\$53,891
Citywide - Underfill title	Muni Court - Underfill title	Recruit Rate: \$45,807	N/A	Recruit Rate: \$45,807
Assessment Services Assistant 2   Assessor - Underfill title   Recruit Rate: \$46,109   Recruit Rate: \$46,109   Recruit Rate: \$46,109   Recruit Rate: \$49,324   Recruit Rate: \$49,093 - \$54,702   Recruit Rate: \$48,097   Recruit Rate: \$48,097   Recruit Rate: \$48,097   Recruit Rate: \$49,093 - \$54,702   Recruit Rate: \$49,093 - \$54,702   Recruit Rate: \$50,077   Recruit Rate: \$50,077   Recruit Rate: \$50,077   Recruit Rate: \$49,324   Recruit Rate: \$49,324   Recruit Rate: \$49,093 - \$54,702   Recruit Rate: \$49,095 - \$58,914   Recruit Rate: \$49,095 - \$58,914   Recruit Rate: \$49,324   Recruit Rate: \$49,095 - \$58,914   Recruit Rate: \$49,324   Recruit Rate: \$49,095 - \$58,914   Recruit Rate: \$49,324   Recruit Rate: \$49,095 - \$58,914   Recru	Payroll Clerk 1	6MN: \$45,584-\$52,588	NI/A	6INI : \$47 150 \$56 595
Assessor - Underfill title  Court Accounting Assistant  Muni Court - Four Positions  Recruit Rate: \$49,324  Court Services Assistant 2  Muni Court - Five Positions  Recruit Rate: \$49,324  Court Services Assistant 1  City Attorney - Underfill title  Recruit Rate: \$49,324  Citywide - Underfill title  Recruit Rate: \$49,324  Tax Enforcement Specialist Treasurer - Three Positions  Assessor - Five Positions  Recruit Rate: \$48,415  ITMD Administrative Assistant 2  CONT Services Assistant 2  CONT Services Assistant 2  CONT Services Assistant 2  CONT \$40,993-\$54,702  Recruit Rate: \$48,097  Recruit Rate: \$48,097  N/A  N/A  CITY Attorney - Underfill title  Recruit Rate: \$49,324  Recruit Rate: \$49,324  Recruit Rate: \$49,324  Tax Enforcement Specialist  CONT \$40,993-\$54,702  Recruit Rate: \$49,324  Recruit Rate: \$49,324  Tourit Rate: \$49,324  Recruit Rate: \$49,324  Threasurer - Three Positions  Recruit Rate: \$51,392  Assessment Services Assistant 3  CONT \$52,364-\$59,789  Recruit Rate: \$49,399  Recruit Rate: \$49,399  Recruit Rate: \$50,387  Legal Office Assistant 2  CONT \$52,364-\$59,789  City Attorney - Four Positions  Recruit Rate: \$54,136  Payroll Clerk 3  N/A  CINA  CINA  Recruit Rate: \$49,095-\$58,914  Recruit Rate: \$49,399  N/A  CITY Attorney - Four Positions  Recruit Rate: \$50,387  N/A  CITY Attorney - Four Positions  Recruit Rate: \$54,136  Recruit Rate: \$54,136  Recruit Rate: \$54,136  Recruit Rate: \$54,136  Recruit Rate: \$50,964-\$61,157	Citywide - Underfill title	Recruit Rate: \$47,150	N/A	61N. \$47,130-\$30,363
Assessor - Underfill title   Recruit Rate: \$46,109	Assessment Services Assistant 2	6NN: \$40,993-\$54,702	NI/A	6IN: \$47.1E0 \$E6 E8E
Muni Court - Four Positions         Recruit Rate: \$49,324         N/A         Recruit Rate: \$49,324           Court Services Assistant 2         6NN: \$40,993-\$54,702         N/A         6IN: \$47,150-\$56,585           Muni Court - Five Positions         Recruit Rate: \$48,097         N/A         Recruit Rate: \$48,097           Legal Office Assistant 1         6NN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           City Attorney - Underfill title         Recruit Rate: \$50,077         N/A         Recruit Rate: \$50,077           Payroll Clerk 2         6NN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           Citywide - Underfill title         Recruit Rate: \$49,324         N/A         Recruit Rate: \$49,324           Treasurer - Three Positions         Recruit Rate: \$51,392         N/A         5JN: \$60,036-\$75,045         Recruit Rate: \$62,355           Assessment Services Assistant 3         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914         Recruit Rate: \$49,399           ITMD Administrative Assistant DOA - One Position         Recruit Rate: \$50,387         N/A         Recruit Rate: \$50,387           Legal Office Assistant 2         6ON: \$52,364-\$59,789         N/A         6MN: \$52,917-\$63,500           City Attorney - Four Positions         Recruit Rate: \$54,136         Recruit Rate: \$54,136           Payroll	Assessor - Underfill title	Recruit Rate: \$46,109	N/A	61N. \$47,130-\$30,363
Muni Court - Four Positions         Recruit Rate: \$49,324         Recruit Rate: \$49,324           Court Services Assistant 2         6NN: \$40,993-\$54,702         N/A         6IN: \$47,150-\$56,585           Muni Court - Five Positions         Recruit Rate: \$48,097         Recruit Rate: \$48,097           Legal Office Assistant 1         6NN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           City Attorney - Underfill title         Recruit Rate: \$50,077         Recruit Rate: \$50,077           Payroll Clerk 2         6NN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           Citywide - Underfill title         Recruit Rate: \$49,324         N/A         Recruit Rate: \$49,324           Tax Enforcement Specialist         6NN: \$40,993-\$54,702         N/A         5JN: \$60,036-\$75,045           Treasurer - Three Positions         Recruit Rate: \$51,392         N/A         Recruit Rate: \$49,324           Assessment Services Assistant 3         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           Assessor - Five Positions         Recruit Rate: \$48,415         N/A         Recruit Rate: \$49,399           ITMD Administrative Assistant DOA - One Position         6ON: \$52,364-\$59,789         N/A         Recruit Rate: \$50,387           Legal Office Assistant 2         6ON: \$52,364-\$59,789         N/A         6MN: \$52,917-\$63,500     <	<b>Court Accounting Assistant</b>	6NN: \$40,993-\$54,702	NI/A	6KN: \$49,095-\$58,914
Muni Court - Five Positions   Recruit Rate: \$48,097   N/A   Recruit Rate: \$48,097	Muni Court - Four Positions	Recruit Rate: \$49,324	N/A	Recruit Rate: \$49,324
Muni Court - Five Positions         Recruit Rate: \$48,097         Recruit Rate: \$48,097           Legal Office Assistant 1         6NN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           City Attorney - Underfill title         Recruit Rate: \$50,077         N/A         6KN: \$49,095-\$58,914           Payroll Clerk 2         6NN: \$40,993-\$54,702         N/A         Recruit Rate: \$49,324           Citywide - Underfill title         Recruit Rate: \$49,324         N/A         Recruit Rate: \$49,324           Tax Enforcement Specialist Treasurer - Three Positions         6NN: \$40,993-\$54,702         N/A         5JN: \$60,036-\$75,045           Assessment Services Assistant 3 Assessor - Five Positions         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           Assessor - Five Positions         Recruit Rate: \$48,415         N/A         Recruit Rate: \$49,399           ITMD Administrative Assistant DOA - One Position         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           DOA - One Position         Recruit Rate: \$50,387         Recruit Rate: \$50,387         Recruit Rate: \$50,387           Legal Office Assistant 2         6ON: \$52,364-\$59,789         N/A         6MN: \$52,917-\$63,500           City Attorney - Four Positions         Recruit Rate: \$54,136         Recruit Rate: \$54,136           Payroll Clerk 3         6ON: \$52,364-\$5	Court Services Assistant 2	6NN: \$40,993-\$54,702	NI/A	6IN: \$47,150-\$56,585
City Attorney - Underfill title         Recruit Rate: \$50,077         N/A         Recruit Rate: \$50,077           Payroll Clerk 2         6NN: \$40,993-\$54,702         N/A         6KN: \$49,095-\$58,914           Citywide - Underfill title         Recruit Rate: \$49,324         Recruit Rate: \$49,324           Tax Enforcement Specialist Treasurer - Three Positions         6NN: \$40,993-\$54,702         N/A         5JN: \$60,036-\$75,045           Assessment Services Assistant 3 Assessor - Five Positions         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           ITMD Administrative Assistant DOA - One Position         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           Legal Office Assistant 2 City Attorney - Four Positions         6ON: \$52,364-\$59,789         N/A         Recruit Rate: \$50,387           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/A         6MN: \$52,917-\$63,500           Recruit Rate: \$54,136         Recruit Rate: \$54,136         Recruit Rate: \$54,136	Muni Court - Five Positions	Recruit Rate: \$48,097	N/A	Recruit Rate: \$48,097
City Attorney - Underfill title   Recruit Rate: \$50,077   Recruit Rate: \$50,077	Legal Office Assistant 1	6NN: \$40,993-\$54,702	NI/A	6KN: \$49,095-\$58,914
Citywide - Underfill title         Recruit Rate: \$49,324         N/A         Recruit Rate: \$49,324           Tax Enforcement Specialist Treasurer - Three Positions         6NN: \$40,993-\$54,702 Recruit Rate: \$51,392         N/A         5JN: \$60,036-\$75,045 Recruit Rate: \$62,355           Assessment Services Assistant 3 Assessor - Five Positions         6ON: \$52,364-\$59,789 Recruit Rate: \$48,415         N/A         6KN: \$49,095-\$58,914 Recruit Rate: \$49,399           ITMD Administrative Assistant DOA - One Position         6ON: \$52,364-\$59,789 Recruit Rate: \$50,387         N/A         6KN: \$49,095-\$58,914 Recruit Rate: \$50,387           Legal Office Assistant 2 City Attorney - Four Positions         6ON: \$52,364-\$59,789 Recruit Rate: \$54,136         N/A         6MN: \$52,917-\$63,500 Recruit Rate: \$54,136           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/A         6LN: \$50,964-\$61,157	City Attorney - Underfill title	Recruit Rate: \$50,077	N/A	Recruit Rate: \$50,077
Citywide - Underfill title         Recruit Rate: \$49,324         Recruit Rate: \$49,324           Tax Enforcement Specialist         6NN: \$40,993-\$54,702         N/A         5JN: \$60,036-\$75,045           Treasurer - Three Positions         Recruit Rate: \$51,392         N/A         Recruit Rate: \$62,355           Assessment Services Assistant Assessor - Five Positions         6ON: \$52,364-\$59,789         N/A         Recruit Rate: \$49,095-\$58,914           ITMD Administrative Assistant DOA - One Position         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           Legal Office Assistant 2 City Attorney - Four Positions         6ON: \$52,364-\$59,789         N/A         6MN: \$52,917-\$63,500           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/A         Recruit Rate: \$54,136	Payroll Clerk 2	6NN: \$40,993-\$54,702	N1/A	6KN: \$49,095-\$58,914
Treasurer - Three Positions         Recruit Rate: \$51,392         N/A         Recruit Rate: \$62,355           Assessment Services Assistant 3         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           Assessor - Five Positions         Recruit Rate: \$48,415         N/A         Recruit Rate: \$49,399           ITMD Administrative Assistant DOA - One Position         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           Legal Office Assistant 2 City Attorney - Four Positions         6ON: \$52,364-\$59,789         N/A         6MN: \$52,917-\$63,500           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/A         Recruit Rate: \$54,136	Citywide - Underfill title	Recruit Rate: \$49,324	N/A	Recruit Rate: \$49,324
Assessment Services Assistant 3         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           Assessor - Five Positions         Recruit Rate: \$48,415         N/A         Recruit Rate: \$49,399           ITMD Administrative Assistant DOA - One Position         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           Legal Office Assistant 2 City Attorney - Four Positions         6ON: \$52,364-\$59,789         N/A         6MN: \$52,917-\$63,500           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/A         6LN: \$50,964-\$61,157	Tax Enforcement Specialist	6NN: \$40,993-\$54,702	NI/A	5JN: \$60,036-\$75,045
Assessor - Five Positions         Recruit Rate: \$48,415         N/A         Recruit Rate: \$49,399           ITMD Administrative Assistant DOA - One Position         6ON: \$52,364-\$59,789 Recruit Rate: \$50,387         N/A         6KN: \$49,095-\$58,914 Recruit Rate: \$50,387           Legal Office Assistant 2 City Attorney - Four Positions         6ON: \$52,364-\$59,789 Recruit Rate: \$54,136         N/A         6MN: \$52,917-\$63,500 Recruit Rate: \$54,136           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/A         6LN: \$50,964-\$61,157	Treasurer - Three Positions	Recruit Rate: \$51,392	N/A	Recruit Rate: \$62,355
Assessor - Five Positions         Recruit Rate: \$48,415         Recruit Rate: \$49,399           ITMD Administrative Assistant DOA - One Position         6ON: \$52,364-\$59,789         N/A         6KN: \$49,095-\$58,914           Legal Office Assistant 2 City Attorney - Four Positions         6ON: \$52,364-\$59,789         N/A         6MN: \$52,917-\$63,500           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/A         Recruit Rate: \$54,136           Bayroll Clerk 3         6ON: \$52,364-\$59,789         N/A         6LN: \$50,964-\$61,157	Assessment Services Assistant 3	6ON: \$52,364-\$59,789	NI/A	6KN: \$49,095-\$58,914
DOA - One Position         Recruit Rate: \$50,387         N/A         Recruit Rate: \$50,387           Legal Office Assistant 2         6ON: \$52,364-\$59,789         6MN: \$52,917-\$63,500           City Attorney - Four Positions         Recruit Rate: \$54,136         Recruit Rate: \$54,136           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/A         6LN: \$50,964-\$61,157	Assessor - Five Positions	Recruit Rate: \$48,415	N/A	Recruit Rate: \$49,399
Legal Office Assistant 2         6ON: \$52,364-\$59,789         N/A         6MN: \$52,917-\$63,500           City Attorney - Four Positions         Recruit Rate: \$54,136         N/A         Recruit Rate: \$54,136           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/A         6LN: \$50,964-\$61,157	ITMD Administrative Assistant	6ON: \$52,364-\$59,789	NI/A	6KN: \$49,095-\$58,914
City Attorney - Four Positions         Recruit Rate: \$54,136         N/A         Recruit Rate: \$54,136           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/Δ         6LN: \$50,964-\$61,157	DOA - One Position	Recruit Rate: \$50,387	IN/A	Recruit Rate: \$50,387
City Attorney - Four Positions         Recruit Rate: \$54,136         Recruit Rate: \$54,136           Payroll Clerk 3         6ON: \$52,364-\$59,789         N/Δ         6LN: \$50,964-\$61,157	Legal Office Assistant 2	6ON: \$52,364-\$59,789	NI/A	6MN: \$52,917-\$63,500
$1 \sim 1 \sim$	City Attorney - Four Positions	Recruit Rate: \$54,136	IN/A	Recruit Rate: \$54,136
Police Dept - Two Positions Recruit Rate: \$51,983 Recruit Rate: \$51,983	Payroll Clerk 3	6ON: \$52,364-\$59,789	N1/A	6LN: \$50,964-\$61,157
	Police Dept - Two Positions	Recruit Rate: \$51,983	IN/A	Recruit Rate: \$51,983

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## **ADMINISTRATIVE SUPPORT – Part-time and Intermittent**

Current Title	Current Pay Range	Recommended	Recommended Pay
Current fitte	and Rate	Title	Range and Rate
Temporary Administrative Assistant II	9EN: \$40,146-\$44,426	N/A	90N: \$44,317-\$55,396
Citywide - Temporary title	9EN: \$40,140-\$44,420		Recruit Rate: \$49,399
Temporary Office Assistant I	9FN: \$33,110-\$33,110	N/A	9FN: \$33,110-\$33,110
Citywide - Temporary title	9FIN: \$55,110-\$53,110	IN/A	Recruit Rate: \$37,114

Temporary Office Assistant II EC - 10 Positions Citywide - Temporary title	9KN: \$33,110-\$33,110	N/A	9FN: \$33,110-\$33,110 Recruit Rate: \$40,826
Temporary Customer Service Representative I Treasurer - 20 Positions Citywide - Temporary title	9ON: \$36,840-\$36,840	N/A	9KN: \$43,026-\$53,783 Recruit Rate: \$44,909
Temporary Office Assistant III Citywide - Temporary title	9ON: \$36,840-\$36,840	N/A	9KN: \$43,026-\$53,783 Recruit Rate: \$44,909
<b>Temporary Customer Service Representative II</b> Citywide - Temporary title	9UN: \$38,471-\$42,388	N/A	90N: \$44,317-\$55,396 Recruit Rate: \$46,256

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## **City Wide - Paraprofessionals**

Current Title	Current Pay Range and	Recommended	Recommended Pay
Current Title	Rate	Title	Range and Rate
Public Health Aide	5AN: \$33,110-\$38,100	N/A	5BN: \$42,867-\$53,584
Health - Underfill title	JAN. \$55,110-\$56,100	IN/A	Recruit Rate: \$43,561
Clinic Assistant	5BN: \$33,110-\$39,749	N/A	5BN: \$42,867-\$53,584
Health - Underfill title	JDIN. \$35,110-\$35,745	N/A	Recruit Rate: \$43,090
Community Education Assistant	5BN: \$33,110-\$39,749	Public Health	2DN: \$45,101-\$63,140
Health - One Position	JDIN. \$33,110-\$33,743	Educator II	Recruit Rate: \$53,914
Community Education Assistant	5BN: \$33,110-\$39,749	N/A	5BN: \$42,867-\$53,584
Health - One Position	JDIN. \$33,110-\$33,743	NA	Recruit Rate: \$43,090
Medical Assistant			5CN: \$45,011-\$56,264
Health - Six Positions	5CN: \$36,152-\$43,178	N/A	Recruit Rate: \$48,084
Health - One Position -Bilingual Hmong			
Forensic Identification Processor	5DN: \$38,471-\$45,543	N/A	5EN: \$49,139-\$61,424
Police Dept - Five Positions	Recruit Rate: \$41,988	IV/A	Recruit Rate: \$51,182
Library Circulation Services			
Representative	5DN: \$38,471-\$45,543	N/A	5AN: \$40,826-\$51,032
Library - 73 Positions	Recruit Rate: \$40,094	IN/A	JAN. 940,020-931,032
Library - Five Positions bilingual			
Library Technical Services Specialist	5DN: \$38,471-\$45,543	N/A	5AN: \$40,826-\$51,032
Library - Eight Positions	Recruit Rate: \$40,094	N/A	JAN. 940,020-931,032
License Specialist I	5DN: \$38,471-\$45,543	N/A	5HN: \$55,728-\$69,660
CCCC - Underfill title	Recruit Rate: \$41,988	N/A	31114. \$33,728-\$03,000
Police Records Specialist II	5DN: \$38,471-\$45,543	N/A	5HN: \$55,728-\$69,660
Police Dept - Underfill title	Recruit Rate: \$41,988	IV/A	31114. \$33,728-\$03,000
Accounting Assistant III			
DPW Admin - One Position	5EN: \$42,980-\$49,583	N/A	5GN: \$53,351-\$66,689
Treasurer - One Position	Recruit Rate: \$44,887	IN/A	3014. \$33,331-\$00,089
Water Works - Five Positions			
Community Service Officer	5EN: \$42,980-\$49,583	N/A	5HN: \$55,728-\$69,660
Police Dept - 25 Positions	Recruit Rate: \$41,937	11/14	Recruit Rate: \$55,842
Library Audio Machine Technician	5EN: \$42,980-\$49,583	N/A	5BN: \$42,867-\$53,584
Library - Two Positions	JEIN. 742,300-343,303	14/ 🗥	Recruit Rate: \$44,909

License Specialist II	5EN: \$42,980-\$49,583		51N 457 620 472 005
CCCC - Five Positions	Recruit Rate: \$45,143	N/A	5IN: \$57,620-\$72,025
Office Coordinator	FFN, ¢42,000, ¢40, F02	NI/A	FCN, ¢F2 2F1 ¢66 690
Fire Dept - One Position	5EN: \$42,980-\$49,583	N/A	5GN: \$53,351-\$66,689
Office Coordinator II	5EN: \$42,980-\$49,583	N/A	5GN: \$53,351-\$66,689
Fire Dept - One Position	Recruit Rate: \$44,026	IN/A	Recruit Rate: \$54,648
Police Records Specialist III	5EN: \$42,980-\$49,583	N/A	5IN: \$57,620-\$72,025
Police Dept - 18 Positions	Recruit Rate: \$45,143	N/A	JIN. 757,020-772,025
Police Services Specialist-Investigator	5EN: \$42,980-\$49,583		
Police Dept - 27 Positions	Recruit Rate: \$41,937	N/A	5GN: \$53,351-\$66,689
Police Dept - 10 Positions PPD	ποσιαίτ πατο. φ 11,557		
Program Assistant I			
CCCC - One Position			
DCD - One Position			
DNS - One Position			
DOA - One Position	5EN: \$42,980-\$49,583	N/A	5GN: \$53,351-\$66,689
DPW Infra - Three Positions	, , , , , , , , , , , , , , , , , , , ,	,	. , , , , , , , , , , , , , , , , , , ,
DPW OPS - Three Positions			
FPC - Two Positions			
Health - Two Positions			
Water Works - One Position		Adada ta	4DV 650 222 604 507
Program Assistant I	5EN: \$42,980-\$49,583	Administrative	1DX: \$58,223-\$81,507
DCD - One Position		Services Supervisor	Recruit Rate: \$70,690
Administrative Assistant III			
DPW Infra - One Position	5FN: \$42,996-\$51,201	N1 / A	5.N. 457 600 470 005
Health – Two Positions	Recruit Rate: \$45,143	N/A	5IN: \$57,620-\$72,025
Police Dept - Seven Positions Port - One Position			
Clinic Office Coordinator	5FN: \$42,996-\$51,201		
Health - Three Positions	Recruit Rate: \$45,143	N/A	5IN: \$57,620-\$72,025
Emergency Communications	Necrait Nate. 943,143		
Administrative Assistant III	5FN: \$42,996-\$51,201	Administrative	5IN: \$57,620-\$72,025
DEC - One Position	Recruit Rate: \$45,143	Assistant III	3114. 937,020 972,023
Health Access Assistant	5FN: \$42,996-\$51,201		
Health - Four Positions	Recruit Rate: \$45,143	N/A	5IN: \$57,620-\$72,025
Health Project Assistant	5FN: \$42,996-\$51,201		
Health - One Position	Recruit Rate: \$45,143	N/A	5IN: \$57,620-\$72,025
Lead Project Assistant	5FN: \$42,996-\$51,201		
Health - One Position	Recruit Rate: \$45,977	N/A	5IN: \$57,620-\$72,025
Program Assistant II	. ,		
DNS - Ten Positions			
DOA - Two Positions			
DPW Admin - One Position	5FN: \$42,996-\$51,201	21/2	5IN: \$57,620-\$72,025
DPW Infra - Two Positions	Recruit Rate: \$45,143	N/A	
DPW OPS - Five Positions			
Fire Dept – One Position			
Health - Four Positions			

Library One Position			
Library - One Position Treasurer - One Position			
Water Works - Four Positions			
	FFN, ¢42,006, ¢F1,201	Tax Enforcement	5JN: \$60,036-\$75,045
Program Assistant II	5FN: \$42,996-\$51,201		' ' '
Treasurer - One Position	Recruit Rate: \$45,143	Specialist	Recruit Rate: \$62,355
Accounting Program Assistant III	5 CN		50N 652 254 666 600
COMP - Seven Positions	5GN: \$44,157-\$53,003	N/A	5GN: \$53,351-\$66,689
DCD - One Position	Recruit Rate: \$51,392		Recruit Rate: \$54,401
Library - One Position	501 444 457 453 003		5511 640 430 664 434
Communications Assistant-Senior	5GN: \$44,157-\$53,003	N/A	5EN: \$49,139-\$61,424
DPW OPS - Eight Positions	Recruit Rate: \$47,992		Recruit Rate: \$49,399
Emergency Communications Officer I	5GN: \$44,157-\$53,003	N/A	5CN: \$45,011-\$56,264
DEC - Underfill title	Recruit Rate: \$45,977		Recruit Rate: \$45,977
Health Accounting Assistant	5GN: \$44,157-\$53,003	Accounting	2FN: \$51,250-\$71,754
Health - Two Positions	Recruit Rate: \$51,392	Coordinator II	Recruit Rate: \$62,529
Tow Lot Assistant III	5GN: \$44,157-\$53,003	N/A	5EN: \$49,139-\$61,424
DPW OPS - Seven Positions	Recruit Rate: \$47,992		Recruit Rate: \$49,399
Unified Call Center Representative 1	5GN: \$44,157-\$53,003	N/A	5CN: \$45,011-\$56,264
DOA - Underfill title	Recruit Rate: \$45,977	14/71	Recruit Rate: \$45,977
License Specialist III	5HN: \$47,768-\$54,555	N/A	5JN: \$60,036-\$75,045
CCCC - Two Positions	JIIIV. 547,700-554,555	NA	Recruit Rate: \$60,973
Water Billing Specialist	5HN: \$47,768-\$54,555	N/A	5KN: \$63,038-\$78,798
Water Works - Five Positions	Recruit Rate: \$51,392	IN/A	Recruit Rate: \$63,530
			5LN: \$65,408-\$81,760
			Recruit Rate: \$66,716
911 Dispatcher	5IN: \$49,184-\$58,015	NI/A	Footnote: Appointment
DEC - Underfill title	Recruit Rate: \$66,716	N/A	may be at any rate in
			the following pay range:
			\$66,716-\$82,051
			5HN: \$55,728-\$69,660
			Recruit Rate: \$58,014
911 Telecommunicator	5IN: \$49,184-\$58,015	N1 / A	Footnote: Appointment
DEC - Underfill title	Recruit Rate: \$58,014	N/A	may be at any rate in
			the following pay range:
			\$58,014-\$71,349
Administrative Assistant IV			
DNS - One Position			
Health - Two Positions	5IN: \$49,184-\$58,015	N1/A	5JN: \$60,036-\$75,045
Library - One Position	Recruit Rate: \$50,704	N/A	Recruit Rate: \$62,229
Police Dept - Two Positions			
Water Works - One Position			
Assessment Accounting Assistant	5IN: \$49,184-\$58,015		= 0.1. d=0 05: d== ===
Assessor - One Position	Recruit Rate: \$49,870	N/A	5GN: \$53,351-\$66,689
Benefits Services Specialist			
DER - Two Positions	5IN: \$49,184-\$58,015	N/A	5JN: \$60,036-\$75,045
ERS - Two Positions	Recruit Rate: \$51,392		Recruit Rate: \$62,229
		1	

Communications Assistant Lead DPW OPS - Five Positions	5IN: \$49,184-\$58,015 Recruit Rate: \$51,392	N/A	5FN: \$51,596-\$64,495 Recruit Rate: \$51,987
Emergency Communications			
Administrative Assistant IV	5IN: \$49,184-\$58,015	Administrative	5JN: \$60,036-\$75,045
DEC - One Position	Recruit Rate: \$51,392	Assistant IV	Recruit Rate: \$62,229
<b>Emergency Communications Financial</b>	FIN. 640 404 650 045	Management	217. 600 454 602 642
Services Assistant	5IN: \$49,184-\$58,015 Recruit Rate: \$51,392	Accountant -	2JX: \$66,154-\$92,612 Recruit Rate: \$72,768
DEC - One Position	Necruit Nate. \$31,392	Senior	Reciuit Nate. \$72,700
Emergency Communications Human	5IN: \$49,184-\$58,015	Human Resources	5JN: \$60,036-\$75,045
Resources Assistant	Recruit Rate: \$51,392	Assistant	Recruit Rate: \$62,229
DEC - Underfill title			, , ,
ERS Accounting Assistant	5IN: \$49,184-\$58,015	N/A	5GN: \$53,351-\$66,689
ERS - One Position	Recruit Rate: \$49,870		
Human Resources Assistant DER - Four Positions			
Fire Dept - One Position			
FPC - Two Positions	5IN: \$49,184-\$58,015	N/A	5JN: \$60,036-\$75,045
Health - One Position	Recruit Rate: \$51,392	14,71	Recruit Rate: \$62,229
Library - Two Positions			
Police Dept - Two Positions			
Human Resources Assistant	5IN: \$49,184-\$58,015	Human Resources	2IX: \$62,041-\$86,854
DNS - One Position	Recruit Rate: \$51,392	Analyst	Recruit Rate: \$68,244
Library Circulation Services	5IN: \$49,184-\$58,015		5FN: \$51,596-\$64,495
Representative-Lead	Recruit Rate: \$50,704	N/A	Recruit Rate: \$51,987
Library - Six Positions			·
Library Communications Assistant	5IN: \$49,184-\$58,015	N/A	5FN: \$51,596-\$64,495
Library - Two Positions	Recruit Rate: \$50,704		Recruit Rate: \$51,987
Library Technical Services Specialist-Lead	5IN: \$49,184-\$58,015	N/A	5FN: \$51,596-\$64,495
Library - Three Positions	Recruit Rate: \$50,704		Recruit Rate: \$51,987
Parking Enforcement Officer DPW OPS - 58 Positions	5IN: \$49,184-\$58,015	N/A	5DN: \$47,261-\$59,076
Program Assistant III			Recruit Rate: \$49,184
DNS - Three Positions			
DOA - One Position			
DPW Infra - One Position	5IN: \$49,184-\$58,015		5JN: \$60,036-\$75,045
Health - Five Positions	Recruit Rate: \$50,704	N/A	Recruit Rate: \$62,229
Library - One Position			, ,
Police Dept - One Position			
Water Works - Five Positions			
Program Assistant III	5IN: \$49,184-\$58,015	Administrative	2GX: \$54,619-\$76,474
DPW OPS - One Position	Recruit Rate: \$50,704	Specialist Senior	Recruit Rate: \$66,992
Program Assistant III	5IN: \$49,184-\$58,015	Human Resources	5JN: \$60,036-\$75,045
Health - One Position	Recruit Rate: \$50,704	Assistant	Recruit Rate: \$62,229
Program Assistant III	5IN: \$49,184-\$58,015	Administrative	2GX: \$54,619-\$76,474
Treasurer - One Position	Recruit Rate: \$50,704	Specialist-Senior	Recruit Rate: \$66,992
Revenue Collection Specialist	5IN: \$49,184-\$58,015	N/A	2GN: \$54,619-\$76,474
Treasurer - One Position	Recruit Rate: \$51,392		Recruit Rate: \$64,264

Administrative Services Coordinator			
CCCC - One Position			
DCD - One Position	5JN: \$49,977-\$60,642	21/2	5KN: \$63,038-\$78,798
DOA - One Position	Recruit Rate: \$52,365	N/A	Recruit Rate: \$64,264
Fire Dept - One Position			
Water Works - One Position			
Assessment Services Assistant-Senior	5JN: \$49,977-\$60,642	N/A	5HN: \$55,728-\$69,660
Assessor - One Position	Recruit Rate: \$56,842	N/A	Recruit Rate: \$56,842
Court Accounting Assistant-Senior	5JN: \$49,977-\$60,642	N/A	5HN: \$55,728-\$69,660
Muni Court - One Position	Recruit Rate: \$56,842	N/A	Recruit Rate: \$56,842
Court Administrative Assistant	5JN: \$49,977-\$60,642	Administrative	2GX: \$54,619-\$76,474
Muni Court - One Position	Recruit Rate: \$56,842	Specialist-Senior	Recruit Rate: \$66,992
Court Services Assistant-Lead	5JN: \$49,977-\$60,642	N/A	5HN: \$55,728-\$69,660
Muni Court - One Position	Recruit Rate: \$56,842	IN/A	Recruit Rate: \$56,842
Deferred Compensation Plan Services	5JN: \$49,977-\$60,642		5FN: \$51,596-\$64,495
Assistant	Recruit Rate: \$52,365	N/A	Recruit Rate: \$52,365
Def Comp - One Position	Recruit Nate. \$32,303		Reciuit Nate: \$32,303
ERS Fiscal Services Assistant	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
ERS - One Position	Recruit Rate: \$54,989	NA	Recruit Rate: \$54,989
Internet Analyst	5JN: \$49,977-\$60,642	N/A	5FN: \$51,596-\$64,495
DOA - Underfill title	Recruit Rate: \$52,784	NA	Recruit Rate: \$52,784
Lead Parking Enforcement Officer	5JN: \$49,977-\$60,642	N/A	5EN: \$49,139-\$61,424
DPW OPS - Four Positions	Recruit Rate: \$51,644	N/A	Recruit Rate: \$51,644
Legal Office Assistant-Senior	5JN: \$49,977-\$60,642	N/A	5IN: \$57,620-\$72,025
City Attorney - One Position	Recruit Rate: \$56,842	N/A	Recruit Rate: \$58,275
Payroll Assistant 1	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
Citywide - Underfill title	Recruit Rate: \$54,418	N/A	Recruit Rate: \$54,418
Tow Lot Assistant Lead	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
DPW OPS - One Position	Recruit Rate: \$52,365	N/A	3014. \$33,331 \$00,003
Transportation Accounting Assistant	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
DPW OPS - One Position	Recruit Rate: \$52,365	14/73	
Unified Call Center Representative 2	5JN: \$49,977-\$60,642	N/A	5EN: \$49,139-\$61,424
DOA - Underfill title	Recruit Rate: \$51,644	14/73	Recruit Rate: \$51,644
WIC Client Services Assistant 1	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
Health - Underfill title	Recruit Rate: \$54,418	14/7	Recruit Rate: \$54,418
Assessment Services Specialist	5KN: \$58,014-\$71,349	N/A	5JN: \$60,036-\$75,045
Assessor - One Position	Recruit Rate: \$59,684	14/7	Recruit Rate: \$62,229
BOZA Administrative Assistant-Lead	5KN: \$58,014-\$71,349	N/A	5IN: \$57,620-\$72,025
BOZA - One Position	Recruit Rate: \$59,684		Recruit Rate: \$59,684
Docketing Specialist	5KN: \$58,014-\$71,349	N/A	5KN: \$63,038-\$78,798
City Attorney - One Position	Recruit Rate: \$63,602		Recruit Rate: \$63,602
Emergency Communications Officer II	5KN: \$58,014-\$71,349	N/A	5IN: \$57,620-\$72,025
DEC - Underfill title	Recruit Rate: \$58,014	,	Recruit Rate: \$58,014
ERS Services Specialist	5KN: \$58,014-\$71,349	N/A	5JN: \$60,036-\$75,045
ERS - One Position	Recruit Rate: \$59,684	-	Recruit Rate: \$62,229
Facilities Program Assistant	5KN: \$58,014-\$71,349	Facilities Program	5IN: \$57,620-\$72,025
Library - One Position	Recruit Rate: \$58,772	Specialist	Recruit Rate: \$58,772

Internet Analyst-Senior	5KN: \$58,014-\$71,349	N/A	5GN: \$53,351-\$66,689
DOA - One Position	Recruit Rate: \$55,423	IN/A	Recruit Rate: \$55,423
IT Support Associate	5KN: \$58,014-\$71,349		5IN: \$57,620-\$72,025
DOA - Three Positions	Recruit Rate: \$59,684	N/A	Recruit Rate: \$59,684
Library - One Position	Recruit Rate: \$59,684		Recruit Rate: \$59,684
Legal Office Assistant-Lead	5KN: \$58,014-\$71,349	NI/A	5JN: \$60,036-\$75,045
City Attorney - Two Positions	Recruit Rate: \$59,684	N/A	Recruit Rate: \$62,355
Unified Call Center Representative 3	5KN: \$58,014-\$71,349		5IN: \$57,620-\$72,025
DOA - 11 Positions	Recruit Rate: \$58,014	N/A	Recruit Rate: \$58,014
DOA - 21 Positions (Auxiliary)	Recruit Rate. \$56,014		Reciult Rate. \$56,014
<b>Emergency Communications Officer III</b>	5LN: \$66,716-\$82,051	N/A	5LN: \$65,408-\$81,760
DEC - Underfill title	Recruit Rate: \$66,716	IN/A	Recruit Rate: \$66,716
<b>Emergency Communications Officer IV</b>	5LN: \$66,716-\$82,051	N/A	5MN: \$68,678-\$85,847
DEC - 184 Positions	Recruit Rate: \$70,052	N/A	Recruit Rate: \$70,052
Payroll Assistant 2	5MN: \$53,006-\$64,316	N/A	5HN: \$55,728-\$69,660
Citywide - Underfill title	Recruit Rate: \$57,139	IN/A	Recruit Rate: \$57,139
WIC Client Services Assistant 2	5MN: \$53,006-\$64,316	N/A	5HN: \$55,728-\$69,660
Health - Underfill title	Recruit Rate: \$57,139	IN/A	Recruit Rate: \$57,139
Municipal Court Clerk 1	5NN: \$56,218-\$68,214	N/A	5IN: \$57,620-\$72,025
Muni Court - Underfill title	Recruit Rate: \$57,272	IN/A	Recruit Rate: \$58,781
Payroll Assistant 3			
DPW Admin - Nine Positions	5NN: \$56,218-\$68,214		5IN: \$57,620-\$72,025
Fire Dept - One Position	Recruit Rate: \$59,996	N/A	Recruit Rate: \$59,996
Police Dept - One Position	Recidit Nate. \$39,990		Recidit Nate. \$39,990
Water Works - One Position			
WIC Client Services Assistant 3	5NN: \$56,218-\$68,214	N/A	5IN: \$57,620-\$72,025
Health - Seven Positions	Recruit Rate: \$59,996	IN/A	Recruit Rate: \$59,996
DPW Payroll Services Assistant	50N: \$59,625-\$72,348	N/A	5JN: \$60,036-\$75,045
DPW Admin - One Position	Recruit Rate: \$61,780	IN/A	Recruit Rate: \$62,229
Fire Business Services Specialist	50N: \$59,625-\$72,348	N/A	5JN: \$60,036-\$75,045
Fire Dept - Three Positions	Recruit Rate: \$61,780	11/17	Recruit Rate: \$62,229
Municipal Court Clerk 2	50N: \$59,625-\$72,348	N/A	5JN: \$60,036-\$75,045
Muni Court - Six Positions	Recruit Rate: \$59,956	IV/A	Recruit Rate: \$62,355
Water Program Assistant	50N: \$59,625-\$72,348	N/A	5JN: \$60,036-\$75,045
Water Works - Two Positions	Recruit Rate: \$61,780	IV/	Recruit Rate: \$62,229

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## **Professionals**

Current Title	Current Pay Range and	Recommended	Recommended Pay
Current ritle	Rate	Title	Range and Rate
<b>Executive Administrative Assistant I</b>	2BN: \$39,716-\$55,598	N/A	2CN: \$42,322-\$59,242
Citywide - Underfill title	ZBIN: \$39,710-\$33,398	IN/A	Recruit Rate: \$51,440
Public Health Educator I	2BN: \$39,716-\$55,598	N1/A	2BN: \$39,716-\$55,598
Health - Underfill title	Recruit Rate: \$43,536	N/A	Recruit Rate: \$48,641
Administrative Specialist	2CN: \$42,322-\$59,242	N/A	2DN: \$45,101-\$63,140
DOA - One Position	Recruit Rate: \$42,322	IN/A	Recruit Rate: \$55,041

Administrative Specialist	2CN: \$42,322-\$59,242	Administrative	2GX: \$54,619-\$76,474
DOA - One Position	Recruit Rate: \$42,322	Specialist-Senior	Recruit Rate: \$66,992
Document Services Supervisor	2CN: \$42,322-\$59,242		2DN: \$45,101-\$63,140
CC-CC - Two Positions	Recruit Rate: \$51,468	N/A	Recruit Rate: \$55,041
Executive Administrative Assistant II	Recidit Nate: \$31,400		
CC-CC - One Position	2CN: \$42,322-\$59,242	N/A	2DN: \$45,101-\$63,140
COMP - One Position	2014. 742,322 733,242	14/71	Recruit Rate: \$55,041
Office Supervisor II			2DN: \$45,101-\$63,140
Police Dept - One Position	2CN: \$42,322-\$59,242	N/A	Recruit Rate: \$55,041
Public Health Educator II	2CN: \$42,322-\$59,242		2DN: \$45,101-\$63,140
Health - One Position	Recruit Rate: \$48,256	N/A	Recruit Rate: \$53,914
Records Services Supervisor	2CN: \$42,322-\$59,242		2DN: \$45,101-\$63,140
ERS - One Position	Recruit Rate: \$51,468	N/A	Recruit Rate: \$55,041
Accounting Coordinator I	Recitate Nate: \$51,400		Necruit Nate: \$55,041
DCD - Two Positions	2DN: \$45,101-\$63,140		2EN: \$48,079-\$67,309
DPW ADMIN - One Position	Recruit Rate: \$51,392	N/A	Recruit Rate: \$58,438
Police Dept - Two Positions	Neer are Nate. 931,332		1100 att Nate. 930,430
Accounting Coordinator II			
COMP - Two Positions	2DN: \$45,101-\$63,140		2FN: \$51,250-\$71,754
DCD - Two Positions	Recruit Rate: \$54,989	N/A	Recruit Rate: \$62,529
Health - Two Positions	Recidit Nate. \$34,989		Necruit Nate. 302,323
Administrative Support Specialist			
DER - One Position			
DPW Admin - One Position	2DN: \$45,101-\$63,140	N/A	2EN: \$48,079-\$67,309
FPC - One Position	Recruit Rate: \$54,989	IN/A	Recruit Rate: \$58,416
Mayor - One Position			
Emergency Communications			
Administrative Support Specialist	2DN: \$45,101-\$63,140	Administrative	2EN: \$48,079-\$67,309
DEC - One Position	Recruit Rate: \$54,989	Support Specialist	Recruit Rate: \$58,416
Business Services Specialist			
Attorney - One Position	2DN: \$45,101-\$63,140		2FN: \$51,250-\$71,754
DOA - Two Positions	Recruit Rate: \$51,388	N/A	Recruit Rate: \$63,860
DPW Admin - One Position	Recidit Nate. \$51,566		Necruit Nate. 505,800
Election Services Coordinator	2DN: \$45,101-\$63,140		2EN: \$48,079-\$67,309
Election - Three Positions	Recruit Rate: \$54,070	N/A	Recruit Rate: \$60,973
Absentee Services Coordinator	2EN: \$48,079-\$67,309		2GN: \$54,619-\$76,474
Election - One Position	Recruit Rate: \$59,114	N/A	Recruit Rate: \$64,264
Election - One Position  Election Administrative Services			1001 alt 11ate. 304,204
Coordinator	2EN: \$48,079-\$67,309	N/A	2GN: \$54,619-\$76,474
Election - One Position	Recruit Rate: \$59,114	IN/A	Recruit Rate: \$64,264
Election Services Field Coordinator	2EN: \$48,079-\$67,309		2GN: \$54,619-\$76,474
Election - One Position	Recruit Rate: \$59,114	N/A	Recruit Rate: \$64,264
	neciuit nate. \$33,114		neciuit nate. 304,204
Parking Administrative Services Coordinator	2EN: \$48,079-\$67,309	N/A	2GN: \$54,619-\$76,474
DPW OPS - One Position	Recruit Rate: \$59,114	IN/A	Recruit Rate: \$64,264
			2CV. CE4 C10 C7C 474
Administrative Specialist-Senior	2EX: \$51,649-\$67,309	N/A	2GX: \$54,619-\$76,474
DNS - One Position			Recruit Rate: \$66,992

DOA - Three Positions			
DPW Admin - One Position			
Library - One Position			
Healthcare Access Program Coordinator	2FN: \$51,250-\$71,754	N/A	2GN: \$54,619-\$76,474
Health - One Position	Recruit Rate: \$56,037	IN/A	Recruit Rate: \$65,112
Legal Administrative Specialist-Senior	2FX: \$51,649-\$71,754	N/A	2GX: \$54,619-\$76,474
Attorney - Two Positions	Recruit Rate: \$62,069	IN/A	Recruit Rate: \$66,992
Municipal Court Clerk-Lead	2GX: \$54,619-\$76,474	N/A	2IX: \$62,041-\$86,854
Muni Court - One Position	Recruit Rate: \$65,724	IN/A	Recruit Rate: \$67,917

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## **Officials and Administrators**

Current Title	Current Pay Range and	Recommended	Recommended Pay
Current Title	Rate	Title	Range and Rate
Forensic Processor Supervisor	1AX: \$51,649-\$67,309	N/A	1BX: \$51,649-\$71,754
Police Dept- One Position	1AA. \$31,049-\$07,309	IN/A	Recruit Rate: \$62,959
Permit Desk Supervisor	1AX: \$51,649-\$67,309	N/A	1DX: \$58,223-\$81,507
DNS - One Position	IAA. \$31,049-\$07,309	IN/A	Recruit Rate: \$70,690
Police Records Supervisor	1AX: \$51,649-\$67,309	N/A	1CX: \$54,619-\$76,474
Police Dept - One Position	Recruit Rate: \$52,303	IN/A	Recruit Rate: \$66,758
Administrative Services Supervisor			1DX: \$58,223-\$81,507
DCD - One Position	1BX: \$51,649-\$71,754 N	N/A	Recruit Rate: \$70,690
DNS - Three Positions			Reciuit Nate. \$70,090
License Coordinator	1CX: \$54,619-\$76,474	N/A	1DX: \$58,223-\$81,507
CC-CC - One Position	1CA. \$34,019-\$70,474	IN/A	Recruit Rate: \$69,717
<b>Document Services Manager</b>	1DX: \$58,223-\$81,507	N/A	1FX: \$66,154-\$92,612
CC-CC - One Position	Recruit Rate: \$70,166	IN/A	Recruit Rate: \$75,719
Police Records Manager	1DX: \$58,223-\$81,507	N/A	1EX: \$62,041-\$86,854
Police Dept - One Position	101. 330,223-301,307	IN/A	Recruit Rate: \$74,838
License Division Assistant Manager	1FX: \$66,154-\$92,612	N/A	1FX: \$66,154-\$92,612
CC-CC - One Position	Recruit Rate: \$67,477	IN/A	Recruit Rate: \$76,688
License Division Manager	1HX: \$75,162-\$105,223	NI/A	1HX: \$75,162-\$105,223
CC-CC - One Position	Recruit Rate: \$75,162	N/A	Recruit Rate: \$84,357

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## Paraprofessionals – Part-time and Intermittent

Current Title	Current Pay Range	Recommended	Recommended Pay Range
Current ritle	and Rate	Title	and Rate
Temporary Program Assistant I	9EN: \$40,146-\$44,426	N/A	9HN: \$51,250-\$71,754
Citywide - Temporary title	Recruit Rate: \$42,980	IN/A	Recruit Rate: \$53,351
Temporary Election Services Office Administrator Election - Temporary title	9HN: \$51,250-\$71,754 Recruit Rate: \$51,250	Temporary Early Voting Coordinator	9HN: \$51,250-\$71,754 Recruit Rate: \$64,264 Footnote: Appoint at any rate with DER approval.
Temporary Community Education Assistant Health - Temporary title	9KN: \$33,110-\$33,110	N/A	9EN: \$40,146-\$44,426 Recruit Rate: \$43,090

Temporary Library Circulation Services Representative	9UN: \$38,471-\$42,388 Recruit Rate: \$40,094	N/A	9FN: \$37,114-\$49,219 Recruit Rate: \$40,826
Library - Six Positions			, , , , , , , , , , , , , , , , , , ,

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

Respectfully Submitted,

Harper Donahue, IV Employee Relations Director

Attachments: Job Evaluation Reports

**Fiscal Impact Statement** 



Cavalier Johnson

Mayor

Harper Donahue, IV

Director

Renee Joos Employee Benefits Director

Nicole M. Fleck Labor Negotiator

#### **Department of Employee Relations**

**REVISED 2/12/2024** 

#### JOB EVALUATION REPORT

Fire and Police Commission Meeting: February 15th, 2024

This city-wide job study aligns 53 Administrative Support titles and related classifications across all City departments. These titles represent 464 positions and 235 incumbents citywide. This series covers positions in Part I: Section 6: Administrative Support in the Salary Ordinance and corresponding titles in section 9: Part-time and Intermittent. These are positions in which workers are responsible for internal and external communication, recording, and retrieval of data and/or information in support of a function or program. Examples of classifications include office assistants, communications assistants, and customer service representatives.

Note this report does <u>not</u> include a market recommendation for Fire Cadet and Police Aide titles, as a full market and classification study will be completed after labor contracts in related titles have been settled. Incumbents are limited to their current rate of pay.

These recommendations have been sent in separate reports to the City Service Commission and the Fire and Police Commission as titles are often specific to a department. Titles highlighted in grey are specific to the Fire and Police Commission report.

#### **Vacancy Rate**

|--|

	Number	Percentage
Filled	235	51%
Vacant	229	49%

#### **Incumbent Demographics**

		Ethnic Group	
--	--	--------------	--

	Number	Percentage
Black	95	53%
Hispanic	19	11%
White	62	35%
Asian	2	1%
American Indian/	1	1%
Alaska Native	1	170

	Number	Percentage
Female	149	83%
Male	30	17%

The recommendations appropriately place the rates of pay for classifications based upon a comparison to market rates of pay. These changes are not reclassifications unless specifically addressed at the end of this report. Employees in these titles will receive a rate increase only if their current base pay rate falls below the new minimum recruitment rate for their title.

#### **Background**

In 2021, the City of Milwaukee instituted a minimum living wage for City of Milwaukee employees. This change raised rates of pay for approximately 500 employees and affected six administrative support and seven part-time and intermittent pay ranges. This report aims to decompress the pay ranges and position titles that were eclipsed or compressed. Market data is provided to support recommended minimum rates of pay. Market data was sourced from the Economic Research Institute (ERI), a salary survey to which Employee Relations subscribes, the Bureau of Labor Statistics, as well as salary information from the State of Wisconsin and other Wisconsin municipalities.

Examples of this compression are displayed in the resulting minimum rates of pay in pay ranges 6AN-6FN:

2021 Pay Range and Rate	Current Pay Range and Rate	Recommended Pay Range and Rate
6AN: \$29,180 - \$30,672	6AN: \$33,110-\$33,110	6AN: \$36,421 - \$43,705
6BN: \$23,437 - \$32,381	6BN: \$33,110-\$34,363	6BN: \$37,114 - \$44,537
6CN: \$26,297 - \$32,910	6CN: \$33,110-\$34,925	6CN: \$38,849 - \$46,618
6DN: \$29,306 - \$34,445	6DN: -	6DN: \$40,826 - \$48,991
6EN: \$28,267 - \$35,922	6EN: \$33,110-\$38,121	6EN: \$41,494 - \$49,792
6FN: \$30,664 - \$38,406	6FN: \$33,110-\$40,757	6FN: \$43,153 - \$51,784
6GN: \$33,976 - \$39,943	6GN: \$36,056-\$42,388	6GN: \$44,909 - \$53,891
6HN: \$37,080 - \$41,863	6HN: \$39,349-\$44,426	6HN: \$46,226 - \$55,471
6IN: \$36,935 - \$43,335	6IN: \$39,196-\$45,988	6IN: \$47,150 - \$56,585
6JN: \$34,849 - \$44,546	6JN: \$36,982-\$47,272	6JN: \$48,357 - \$58,029
6KN: \$38,629 - \$45,391	6KN: \$40,993-\$48,169	6KN: \$49,095 - \$58,914
6LN: \$40,501 - \$46,724	6LN: \$42,980-\$49,583	6LN: \$50,964 - \$61,157
6MN: -	6MN: \$45,584-\$52,588	6MN: \$52,917 - \$63,500
6NN: \$38,628 - \$51,547	6NN: \$40,993-\$54,702	-
6ON: \$49,344 - \$56,340	6ON: \$52,364-\$59,789	-

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

The resulting compression is also displayed in the resulting minimum qualification changes in the Office Assistant series:

Position Title	2021	Minimums	Current	Minimums
Office Assistant I	\$26,297	Six months of experience	\$33,110	N/A
Office Assistant II	\$30,529	Two years of experience	\$33,110	Availability to work full-time
Office Assistant III	\$34,717	Three years of experience	\$36,842 One year of office support experie	
Office Assistant IV	\$37,830	Four years of experience	\$40,146	Two years of progressively responsible administrative support experience

#### Office Assistant Series - City of Milwaukee

Office Assistant IIs generally perform receptionist duties, type documents, input data, maintain records, and distribute mail.

Office Assistant IIIs and IVs perform increasingly responsible and complex administrative tasks requiring a command of automated systems, English writing conventions, and policies and procedures. Depending upon the assignment, they may coordinate calendars for departmental managers, serve as lead workers and trainers for clerical staff, and perform cashiering duties.

## Market Data – Economic Research Institute Assistant Clerk

ERI defines an Assistant Clerk as a position that sorts and files records, and assists staff or department in performing other clerical tasks requiring limited knowledge of systems or procedures. Answers telephone, conveys messages, and runs errands. Stamps, sorts, and distributes mail. Writes or types bills, statements, receipts, checks, or other documents, copying information from one record to another. Proofreads records or forms. Work is distinguished from General Clerk as duties are not as complex.

			25th	Survey	75th
Job Title	Geographic Area	Level	Percentile	Mean	Percentile
Assistant Clerk	Milwaukee, Wisconsin	Level 3	\$46,309	\$50,586	\$54,230
Assistant Clerk	Milwaukee, Wisconsin	Level 2	\$41,389	\$45,229	\$48,483
Assistant Clerk	Milwaukee, Wisconsin	Level 1	\$37,545	\$41,023	\$43,958

ERI as of August 14th, 2023

#### **General Clerk**

ERI defines a General Clerk as a position that assists department, performing any combination of clerical duties requiring general knowledge and application of various work methods and procedures that may be complex. Types or enters information into computer to prepare correspondence. Prepares, issues, and sends out receipts, bills, policies, invoices, statements, and checks. Conducts limited research. Operates various office machines, opens and routes incoming mail, answers correspondence, and prepares outgoing mail. Answers telephones, conveys messages, and runs errands.

			25th	Survey	75th
Job Title	Geographic Area	Level	Percentile	Mean	Percentile
General Clerk	Milwaukee, Wisconsin	Level 3	\$48,100	\$52,357	\$56,056
General Clerk	Milwaukee, Wisconsin	Level 2	\$43,316	\$47,142	\$50,429
General Clerk	Milwaukee, Wisconsin	Level 1	\$39,854	\$43,363	\$46,348

ERI as of August 14<sup>th</sup>, 2023

#### **Market Rates - Bureau of Labor Statistics**

In conducting a market cost of labor analysis for these titles, rates of pay from the Bureau of Labor Statistics (BLS) were obtained. The following table provides wage information from BLS for Office and Administrative Support Occupations in Federal, state, and local government, including government-owned schools and hospitals, and the USPS:

Occupation	25th percentile	Median wage	75th percentile
Area: Milwaukee-Waukesha-West Allis, WI	wage	Wiediaii wage	wage
<b>ALL:</b> Office and Administrative Support Occupations	\$36,312	\$42,942	\$51,847
Office Clerks, General	\$33,385	\$39,127	\$48,797
Office and Administrative Support Workers, All Other	\$32,558	\$40,372	\$48,154

Source: BLS – Published in May 2022; aged by 2% to approximate 2024 rates

#### **External Comparisons**

In addition to market data comparisons, DER staff made comparisons to comparable positions in other southeastern Wisconsin jurisdictions:

City	Title	Minimum Pay	Minimum Experience	Recommended
Milwaukee	Office Assistant I; II	\$33,110	None	\$40,826
State of WI	Office Associate	\$37,794	None	
Wauwatosa	Office Assistant	\$41,912	None, 2 years preferred	
Madison	Clerk 1	\$42,762	None	
Milwaukee	Office Assistant III	\$36,842	1 year	\$44,909
Racine	Clerk-Typist II	\$39,541	2 years	
Milwaukee	Office Assistant IV	\$40,146	2 years	\$49,399
Madison	Clerk 2	\$48,507	2.5 years	

The **State of Wisconsin** describes 'Office Associate' as a position that performs routine office support work under close to general supervision. Positions are located within any size work unit in an agency or on a campus and must be familiar with the organizational structure to complete tasks. They may be involved in work assignments with several interrelated operating units and may lead lower level classified staff, student workers or limited term employees. Positions perform a variety of basic office support tasks consistent with established office and agency policies and procedures with little or no ability to change the procedures. The activities are routine in nature and require little discretion as the work processes and routines are well defined and easily quantifiable.

The **City of Madison** describes 'Clerk 1' as a position that performs routine entry-level clerical support work in processing office records, data and materials based on the needs of the agency. Work may include direct contact with the public. Initially, work is performed under close supervision, and is structured to incorporate more difficult assignments, as skills are acquired, leading to career advancement to Clerk 2.

#### Recommendations

The recommendations that follow are organized by 'Current Pay Range and Rate' and indicate titles by Department. Please note that these recommendations are shown only as non-resident wage rates. City of Milwaukee residents receive the 3% residency incentive.

### **ADMINISTRATIVE SUPPORT**

Current Title	Current Pay Range and Rate	Recommended Title	Recommended Pay Range and Rate	
Police Services Specialist	6AN: \$33,110-\$33,110	N/A	6CN: \$38,849-\$46,618	
Police Dept - 19 Positions	0AN. \$55,110-\$55,110	N/A	0CN. \$38,849-\$40,018	
Fire Cadet	6BN: \$33,110-\$34,363	NI/A	6AN: \$36,421-\$45,526	
Fire Dept - 52 Positions	OBIN: \$33,110-\$34,303	N/A	Recruit Rate: \$33,110	
Police Aide	6BN: \$33,110-\$34,363	NI/A	6AN: \$36,421-\$45,526	
Police Dept - 32 Positions	OBIN: \$33,110-\$34,303	N/A	Recruit Rate: \$33,110	

Office Assistant I			
Citywide - Underfill title	6CN: \$33,110-\$34,925	N/A	6BN: \$37,114-\$46,392
Office Assistant II			
City Attorney - One Position			
•			
DNS - Eight Positions			
DPW Infra - One Position	6EN: \$33,110-\$38,121	N/A	6DN: \$40,826-\$48,991
Fire Dept - One Position			
Health - One Position			
Library - Two Positions			
Police Dept - 43 Positions			
Office Assistant II	6EN: \$33,110-\$38,121	Program Assistant I	5GN: \$53,351-\$66,689
DPW OPS Fleet - One Position	, , , , , , , , , , , , , , , , , , , ,	-	,,
Office Assistant II	6EN: \$33,110-\$38,121	Community Health	5IN: \$57,620-\$72,025
Health - One Position	02111 900/121	Administrative Specialist 1	
Office Assistant II	6EN: \$33,110-\$38,121	Customer Service	6KN: \$49,095-\$58,914
Health - One Position	5214. 955,110 950,121	Representative III	Recruit Rate: \$49,399
Office Assistant II	6EN: \$33,110-\$38,121	Administrative Assistant III	5IN: \$57,620-\$72,025
Library - One Position	OLIN. \$33,110-\$36,121	Administrative Assistant in	JIN. \$37,020-\$72,023
Office Clerk II	6EN: \$33,110-\$38,121	N/A	6BN: \$37,114-\$46,392
Citywide - Underfill title	DEN: \$33,110-\$38,121	N/A	6BN: \$37,114-\$46,392
Communications Assistant I	6FN: \$33,110-\$40,757	N1/A	CEN. 644 404 640 702
Citywide - Underfill title	Recruit Rate: \$34,039	N/A	6EN: \$41,494-\$49,792
<b>Customer Service Representative I</b>	6FN: \$33,110-\$40,757	21/2	CON 444 000 452 004
Citywide - Underfill title	Recruit Rate: \$36,842	N/A	6GN: \$44,909-\$53,891
Mail Processor			CDN 440 00C 440 004
Police Dept - Two Positions	6FN: \$33,110-\$40,757	N/A	6DN: \$40,826-\$48,991
Office Assistant III			
City Attorney - One Position			
DCD - One Position			
DNS - 17 Positions			
DOA - One Position			
DPW Infra - Three Positions	6FN: \$33,110-\$40,757		
ERS - One Position	Recruit Rate: \$36,842	N/A	6GN: \$44,909-\$53,891
Fire Dept - One Position			
Health - Five Positions			
Library - One Position			
Mayor - One Position			
Police Dept - 21 Positions			
Office Assistant III	6FN: \$33,110-\$40,757	1	
DCD - Two Positions	Recruit Rate: \$36,842	Program Assistant I	5GN: \$53,351-\$66,689
Office Assistant III	6FN: \$33,110-\$40,757		5JN: \$60,036-\$75,045
ERS - One Position	Recruit Rate: \$36,842	Benefits Services Specialist	Recruit Rate: \$62,229
Office Assistant III	· · · · · · · · · · · · · · · · · · ·	Customor Sorvice	
	6FN: \$33,110-\$40,757	Customer Service	6KN: \$49,095-\$58,914
Health - One Position	Recruit Rate: \$36,842	Representative III	Recruit Rate: \$49,399
Office Assistant III	6FN: \$33,110-\$40,757	Program Assistant III	5JN: \$60,036-\$75,045
Health - One Position	Recruit Rate: \$36,842		Recruit Rate: \$62,229
Office Assistant III	6FN: \$33,110-\$40,757	Program Assistant III	5JN: \$60,036-\$75,045
Library - One Position	Recruit Rate: \$36,842		Recruit Rate: \$62,229

Police Records Specialist I Police Petr Junderfill title Recruit Rate: \$38,842				
Tow Lot Assistant	Police Records Specialist I	6FN: \$33,110-\$40,757	N/A	6GN: \$44,909-\$53,891
DPW OPS - Underfill title				
Accounting Assistant   Police Dept - One Position   Freasurer - One Position   Foresurer - One Position   Police Dept - One Position   Gen: \$36,056-\$42,388   Recruit Rate: \$46,256   Recruit Rate: \$38,470   Recruit Rate: \$46,256   Recruit Rate: \$38,470   Recruit Rate: \$46,256   Recruit Rate: \$38,471   Recruit Rate: \$46,256   Recruit Rate:			N/A	6EN: \$41,494-\$49,792
Dolice Dept - One Position   Recruit Rate: \$41,951   Recruit Rate: \$46,256   Recruit Rate: \$41,951   Recruit Rate: \$46,256   Recruit Rate: \$41,951   Recruit Rate: \$46,256   Recruit Rate: \$38,471   Recruit Rate: \$46,256   Recruit Rate: \$38,471   Recruit Rate: \$38,471   Recruit Rate: \$46,256   Recruit Rate: \$43,580		Recruit Rate: \$34,039		
Recruit Rate: \$41,951   N/A   Recruit Rate: \$46,256		6GN: \$36,056-\$42,388		6HN: \$46,226-\$55,471
Administrative Assistant   GSN: \$36,056-\$42,388   Recruit Rate: \$38,471   Recruit Rate: \$46,256   Recruit Rate: \$40,146   Recruit Rate: \$49,399   Recruit Rate: \$49,399   Recruit Rate: \$40,146   Recruit Rate: \$40,146   Recruit Rate: \$40,146   Recruit Rate: \$40,146   Re			N/A	Recruit Rate: \$46,256
DOA - One Position		. ,		
DOA - UNE Position		6GN: \$36.056-\$42.388		6HN: \$46.226-\$55.471
Assessment Services Clerk Assessmor - One Position CCCC - Two Positions CCCC - Two Position CCCC			N/A	
Assessor - One Position				
Assessor - One Position			N/A	6DN: \$40.826-\$48.991
CCCC - One Position			,	
Customer Service Representative II Customer Service Representative II CCCC - Two Positions  Recruit Rate: \$34,4/1  GGN: \$36,056-\$42,388 Recruit Rate: \$38,471  PW Lot Assistant II DPW OPS - Underfill title  Recruit Rate: \$34,256  Accounting Assistant II DCD - One Position DPW Admin - One Position Police Dept - One Position Accounting Program Assistant II CCCC - Two Position DPW Infra - One Position DPW Infra - One Position DPW Admin - One Position DPW Infra - One Position DPW Infra - One Position ERS - One Position Communications Assistant II DPW OPS - Two Positions Customer Service Representative III Treasurer - Five Positions Customer Service Representative III CDP - Four Positions DNS - Four			N/A	
CCCC - Two Positions   Sch. 336,056-\$42,388   Recruit Rate: \$38,471   Recruit Rate: \$55,471   Recruit Rate: \$46,256   Recruit Rate: \$48,471   Recruit Rate: \$46,256   Accounting Assistant II   DCD - One Position   DNS - Two Positions   GHN: \$39,349-\$44,426   Recruit Rate: \$43,580   Recruit Rate: \$43,580   Recruit Rate: \$43,580   Recruit Rate: \$43,580   Recruit Rate: \$49,139   Recruit Rate: \$49,139   Recruit Rate: \$49,139   Recruit Rate: \$49,139   Recruit Rate: \$43,580   Recruit Rate: \$40,146   Recruit Rate: \$49,399   Recruit Rate: \$40,146   Recruit Ra		Recruit Rate: \$38,471	14//	Recruit Rate: \$46,256
N/A   Recruit Rate: \$46,256		6GN: \$36.056-\$42.388		6HN: \$46 226-\$55 471
DNS - Infee Positions   G6N: \$36,056-\$42,388   Recruit Rate: \$38,471   Recruit Rate: \$46,256	CCCC - Two Positions		N/A	
DPW OPS - Underfill title  Accounting Assistant II  DCD - One Position DNS - Two Positions OFF - One Position Police Dept - One Position Accounting Program Assistant I CCCC - Two Positions DER - One Position DPW Admin - One Position OFF One Position Communications Assistant III DPW OPS - Two Positions OFF One Position OFF ONE Posit	DNS - Three Positions			
Accounting Assistant II DCD - One Position DNS - Two Positions DPW Infra - One Position Police Dept - One Position Accounting Program Assistant II CCCC - Two Positions DER - One Position DPW Infra - One Position DPW Infra - One Position DER - One Position DPW Infra - One Position DPW Infra - One Position DER - One Position DPW Infra - One Position Communications Assistant II CCCC - Two Position DPW OPS - Two Positions CHN: \$39,349-\$44,426 Recruit Rate: \$40,146  HN: \$39,349-\$44,426 Recruit Rate: \$40,146  HN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  Recruit Rate: \$49,399  N/A  GKN: \$49,095-\$58,914 Recruit Rate: \$49,399  M/A  GKN: \$49,095-\$58,914 Recruit Rate: \$49,399	Tow Lot Assistant II	6GN: \$36,056-\$42,388	N/A	
DCD - One Position DNS - Two Positions DPW Infra - One Position BER - One Position ERS - One Position BPW Infra - One Position BPW Infra - One Position Communications Assistant II DPW OPS - Two Positions Water Works - Four Positions Water Works - 16 Positions Construct Rate: \$40,146 BHN: \$39,349-\$44,426 Recruit Rate: \$40,146 BHN: \$49,095-\$58,914 Recruit Rate: \$40,146 BHN: \$40,146 BHN: \$40,146 BHN: \$40,146 BHN	DPW OPS - Underfill title	Recruit Rate: \$38,471	N/A	Recruit Rate: \$46,256
DNS - Two Positions DPW Admin - One Position DPW Infra - One Position Police Dept - One Position Police Dept - One Position Police Dept - One Position Accounting Program Assistant I CCCC - Two Position DPW Infra - One Position  ERS - One Position DPW Infra - One Position Water Works - Four Positions Treasurer - Five Positions DFA - One Positions DFA - One Positions Communications Assistant III DPW OPS - Two Positions DC - One Positions DC - One Position DC - One Position Communications Assistant III DPW OPS - Two Positions DC - One Position Communications Assistant III DPW OPS - Two Positions Customer Service Representative III Treasurer - One Positions DFA - One Positions DFA - One Position Communications Assistant IV DCD - Four Positions DFA - One Position DFA	Accounting Assistant II			
DPW Admin - One Position Police Dept - One Position Accounting Program Assistant I Citywide - Underfill title Recruit Rate: \$43,580  Administrative Assistant II CCCC - Two Position DPW Infra - One Position ERS - One Position ERS - One Position Communications Assistant III DPW OPS - Two Positions Water Works - Four Positions Treasurer - Five Positions Treasurer - One Positions Office Assistant IV DCD - Four Positions DNS - Two Positions DNS - Four Po	DCD - One Position			
DPW Admin - One Position Police Dept - One Position Police Dept - One Position Police Dept - One Position  Accounting Program Assistant I Citywide - Underfill title Recruit Rate: \$43,580  Administrative Assistant II CCCC - Two Position DPW Admin - One Position  DER - One Position DPW Admin - One Position DPW Infra - One Position ERS - One Position Communications Assistant III DPW OPS - Two Positions Water Works - Four Positions Treasurer - One Positions Customer Service Representative III Treasurer - Five Positions Treasurer - One Positions Office Assistant IV DCD - Four Positions DNS - Two Positions Fire Dept - Three Positions	DNS - Two Positions	6HN: \$39,349-\$44,426	N/A	6KN: \$49,095-\$58,914
Police Dept - One Position  Accounting Program Assistant I Citywide - Underfill title  Administrative Assistant II CCCC - Two Position  DER - One Position  ERS - One Position  Communications Assistant III DPW OPS - Two Positions  Customer Service Representative III Treasurer - One Positions  Coffice Assistant IV DCD - Four Positions  Office Assistant IV DCD - Four Positions  OFFICE Assistant IV DCD - Four Positions  OFFICE Assistant IV DPW OPS - Two Positions DPW OPS - Two Positions DPW OPS - Two Positions Fire Dept - Three Positions  Fire Dept - Three Positions	DPW Admin - One Position	Recruit Rate: \$43,580	N/A	Recruit Rate: \$49,139
Accounting Program Assistant I Citywide - Underfill title Recruit Rate: \$43,580  Administrative Assistant II CCCC - Two Positions DER - One Position DPW Admin - One Position ERS - One Position Communications Assistant III DPW OPS - Two Positions Water Works - Four Positions Treasurer - One Positions Treasurer - One Positions Treasurer - One Positions Office Assistant IV DCD - Four Positions DNS - Two Positions DNS - Two Positions DNS - Four Positions DNS - Four Positions DNS - Two Positions DNS	DPW Infra - One Position			
Citywide - Underfill title  Administrative Assistant II  CCCC - Two Positions  DER - One Position  DEW Admin - One Position  DPW Infra - One Position  Customer Service Representative III  Treasurer - Five Positions  Treasurer - One Positions  Office Assistant IV  DCD - Four Positions  DNS - Two Positions  DNS - Two Positions  DNS - Two Positions  DPW OPS - Two Positions  DPW OPS - Two Positions  Fire Dept - Three Positions  Fire Dept - Three Positions  Treasurer - Three Positions  DNA - Recruit Rate: \$43,426  ANA - GKN: \$49,095-\$58,914  Recruit Rate: \$49,399	Police Dept - One Position			
Administrative Assistant II  CCCC - Two Position  DER - One Position  DPW Admin - One Position  ERS - One Position  Communications Assistant III  DPW OPS - Two Positions  Water Works - Four Positions  Treasurer - Five Positions  Treasurer - One Positions  Office Assistant IV  DCD - Four Positions  DNS - Two Positions  DNY - Two Positions  DNY - Two Positions  Fire Dept - Three Positions  Fire Dept - Three Positions	Accounting Program Assistant I	6HN: \$39,349-\$44,426	NI/A	6JN: \$48,357-\$58,029
CCCC - Two Positions DER - One Position DPW Admin - One Position DPW Infra - One Position ERS - One Position ERS - One Position ERS - One Position  Communications Assistant III DPW OPS - Two Positions Water Works - Four Positions Customer Service Representative III Treasurer - Five Positions Treasurer - One Positions Office Assistant IV DCD - Four Positions DNS - Four Positions DNS - Four Positions DNS - Four Positions DNS - Two Positions DNS - Two Positions DPW OPS - Two Positions Fire Dept - Three Positions Fire Dept - Three Positions  Fire Dept - Three Positions	Citywide - Underfill title	Recruit Rate: \$43,580	N/A	Recruit Rate: \$48,426
DER - One Position DPW Admin - One Position DPW Infra - One Position ERS - One Position ERS - One Position  Communications Assistant III DPW OPS - Two Positions Water Works - Four Positions Treasurer - Five Positions Treasurer - One Position Bilingual Water Works - 16 Positions  OCH Positions  OFfice Assistant IV DCD - Four Positions DNS - Four Positions DNS - Four Positions DNS - Four Positions DNS - Two Positions DPW OPS - Two Positions DPW Infra - One Position DPW OPS - Two Positions DNS - Two Positions DNS - Two Positions DPW OPS - Two Positions DPW OPS - Two Positions Fire Dept - Three Positions Fire Dept - Three Positions	Administrative Assistant II			
DPW Admin - One Position DPW Infra - One Position ERS - One Position  Communications Assistant III DPW OPS - Two Positions Water Works - Four Positions Customer Service Representative III Treasurer - Five Positions Treasurer - One Positions Treasurer - One Positions Office Assistant IV DCD - Four Positions DNS - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions Fire Dept - Three Positions  Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	CCCC - Two Positions			
DPW Infra - One Position ERS - One Position ERS - One Position Communications Assistant III DPW OPS - Two Positions Water Works - Four Positions Customer Service Representative III Treasurer - Five Positions Treasurer - One Position Bilingual Water Works - 16 Positions  Office Assistant IV DCD - Four Positions DNS - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions Fire Dept - Three Positions  Recruit Rate: \$40,146  HN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	DER - One Position	6HN: \$39,349-\$44,426	NI/A	6KN: \$49,095-\$58,914
Communications Assistant III DPW OPS - Two Positions Water Works - Four Positions Customer Service Representative III Treasurer - Five Positions Treasurer - One Positions Water Works - 16 Positions  Office Assistant IV DCD - Four Positions DNS - Four Positions DNS - Four Positions DPW Infra - One Positions DPW OPS - Two Positions Fire Dept - Three Positions  Fire Dept - Three Positions  OHN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	DPW Admin - One Position	Recruit Rate: \$40,146	N/A	Recruit Rate: \$49,399
Communications Assistant III DPW OPS - Two Positions Water Works - Four Positions Customer Service Representative III Treasurer - Five Positions Treasurer - One Positions Water Works - 16 Positions Office Assistant IV DCD - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	DPW Infra - One Position			
DPW OPS - Two Positions Water Works - Four Positions  Customer Service Representative III  Treasurer - Five Positions Treasurer - One Position Bilingual Water Works - 16 Positions  Office Assistant IV DCD - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  OHN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  OHN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  OHN: \$39,349-\$44,426 Recruit Rate: \$49,399  OHN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  OHN: \$49,095-\$58,914 Recruit Rate: \$49,399	ERS - One Position			
Water Works - Four Positions  Customer Service Representative III  Treasurer - Five Positions Treasurer - One Position Bilingual Water Works - 16 Positions  Office Assistant IV DCD - Four Positions DNS - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  Recruit Rate: \$40,146  N/A  Recruit Rate: \$49,399  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	Communications Assistant III	6HN+ ¢20 240 ¢44 426		6KN+ \$40 00E \$E0 014
Customer Service Representative III  Treasurer - Five Positions Treasurer - One Position Bilingual Water Works - 16 Positions  Office Assistant IV DCD - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  OHN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	DPW OPS - Two Positions		N/A	
Treasurer - Five Positions Treasurer - One Position Bilingual Water Works - 16 Positions  Office Assistant IV DCD - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	Water Works - Four Positions	neciuit nate: \$40,146		neciuit nate: \$49,399
Treasurer - Five Positions Treasurer - One Position Bilingual Water Works - 16 Positions  Office Assistant IV DCD - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	<b>Customer Service Representative</b>			
Treasurer - Five Positions Treasurer - One Position Bilingual Water Works - 16 Positions  Office Assistant IV DCD - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  Recruit Rate: \$40,146  N/A  Recruit Rate: \$49,399  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146	III	CHN: 620 240 644 426		6KN1 640 00E 6E0 014
Water Works - 16 Positions  Office Assistant IV  DCD - Four Positions  DNS - Four Positions  DPW Infra - One Position  DPW OPS - Two Positions  Fire Dept - Three Positions  N/A  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146	Treasurer - Five Positions		N/A	
Office Assistant IV DCD - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	Treasurer - One Position Bilingual	Recruit Rate: \$40,146		Recruit Rate: \$49,399
DCD - Four Positions DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	Water Works - 16 Positions			
DNS - Four Positions DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  6KN: \$49,095-\$58,914 Recruit Rate: \$49,399	Office Assistant IV			
DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  6HN: \$39,349-\$44,426 Recruit Rate: \$40,146  N/A  Recruit Rate: \$49,399	DCD - Four Positions			
DPW Infra - One Position DPW OPS - Two Positions Fire Dept - Three Positions  Recruit Rate: \$40,146  Recruit Rate: \$49,399	DNS - Four Positions	CUN. 620 240 644 426		CKN1 ¢40 005 ¢50 04 4
Fire Dept - Three Positions	DPW Infra - One Position		N/A	
	DPW OPS - Two Positions	Recruit Rate: \$40,146		Kecruit Kate: \$49,399
	Fire Dept - Three Positions			

Delies Dest. Cir. Besitions	I	1	
Police Dept - Six Positions			
Water Works - Three Positions	CUN, 620 240 644 426		
Office Assistant IV	6HN: \$39,349-\$44,426	Program Assistant I	5GN: \$53,351-\$66,689
DPW OPS Forestry - Three Positions	Recruit Rate: \$40,146	Contains Comits	CKN: ¢40.005.¢50.044
Office Assistant IV	6HN: \$39,349-\$44,426	Customer Service	6KN: \$49,095-\$58,914
Health - One Position	Recruit Rate: \$40,146	Representative III	Recruit Rate: \$49,399
Office Assistant IV	6HN: \$39,349-\$44,426	Program Assistant III	5JN: \$60,036-\$75,045
Health - One Position	Recruit Rate: \$40,146		Recruit Rate: \$62,229
Police District Administrative	6HN: \$39,349-\$44,426	11/4	6KN: \$49,095-\$58,914
Assistant 54 Pacitions	Recruit Rate: \$40,146	N/A	Recruit Rate: \$49,399
Police Dept - 54 Positions			
Teller	CUN, 620 240 644 426		CKNI: \$40,005 \$50,044
Police Dept - One Position	6HN: \$39,349-\$44,426	N/A	6KN: \$49,095-\$58,914
Treasurer One Position	Recruit Rate: \$43,580		Recruit Rate: \$49,399
Treasurer - One Position Bilingual	CINI, 620 400 645 000		
BOZA Administrative Assistant 1	6IN: \$39,196-\$45,988	N/A	6GN: \$44,909-\$53,891
BOZA - One Position	Recruit Rate: \$39,750		CLN, 650,064,664,457
Communications Assistant IV	6JN: \$36,982-\$47,272	N/A	6LN: \$50,964-\$61,157
DPW OPS - Four Positions	Recruit Rate: \$42,036		Recruit Rate: \$51,726
Accounting Program Assistant II	6KN: \$40,993-\$48,169	N/A	6MN: \$52,917-\$63,500
COMP - Three Positions	Recruit Rate: \$44,887		
Administrative Services Assistant	6KN: \$40,993-\$48,169	N/A	6MN: \$52,917-\$63,500
DCD - One Position	Recruit Rate: \$42,980		CVAL 640 005 650 044
BOZA Administrative Assistant 2	6KN: \$40,993-\$48,169	N/A	6KN: \$49,095-\$58,914
BOZA - One Position	Recruit Rate: \$41,736		Recruit Rate: \$49,399
Communications Assistant V	6KN: \$40,993-\$48,169	N/A	6MN: \$52,917-\$63,500
Water Works - Seven Positions	Recruit Rate: \$42,980		
Assessment Services Assistant 1	6LN: \$42,980-\$49,583	N/A	6GN: \$44,909-\$53,891
Assessor - Underfill title	Recruit Rate: \$43,914		CCN 644 000 652 004
Court Services Assistant 1	6LN: \$42,980-\$49,583	N/A	6GN: \$44,909-\$53,891
Muni Court - Underfill title	Recruit Rate: \$45,807		Recruit Rate: \$45,807
Payroll Clerk 1	6MN: \$45,584-\$52,588	N/A	6IN: \$47,150-\$56,585
Citywide - Underfill title	Recruit Rate: \$47,150		
Assessment Services Assistant 2	6NN: \$40,993-\$54,702	N/A	6IN: \$47,150-\$56,585
Assessor - Underfill title	Recruit Rate: \$46,109		CKN: ¢40.005.¢50.044
Court Accounting Assistant Muni Court - Four Positions	6NN: \$40,993-\$54,702	N/A	6KN: \$49,095-\$58,914
	Recruit Rate: \$49,324		Recruit Rate: \$49,324
Court Services Assistant 2	6NN: \$40,993-\$54,702	N/A	6IN: \$47,150-\$56,585
Muni Court - Five Positions	Recruit Rate: \$48,097		Recruit Rate: \$48,097
Legal Office Assistant 1	6NN: \$40,993-\$54,702	N/A	6KN: \$49,095-\$58,914
City Attorney - Underfill title	Recruit Rate: \$50,077		Recruit Rate: \$50,077
Payroll Clerk 2	6NN: \$40,993-\$54,702	N/A	6KN: \$49,095-\$58,914
Citywide - Underfill title	Recruit Rate: \$49,324		Recruit Rate: \$49,324
Tax Enforcement Specialist	6NN: \$40,993-\$54,702	N/A	5JN: \$60,036-\$75,045
Treasurer - Three Positions	Recruit Rate: \$51,392		Recruit Rate: \$62,355
Assessment Services Assistant 3	60N: \$52,364-\$59,789	N/A	6KN: \$49,095-\$58,914
Assessor - Five Positions	Recruit Rate: \$48,415		Recruit Rate: \$49,399

ITMD Administrative Assistant	6ON: \$52,364-\$59,789	N/A	6KN: \$49,095-\$58,914
DOA - One Position	Recruit Rate: \$50,387	N/A	Recruit Rate: \$50,387
Legal Office Assistant 2	6ON: \$52,364-\$59,789	NI/A	6MN: \$52,917-\$63,500
City Attorney - Four Positions	Recruit Rate: \$54,136	N/A	Recruit Rate: \$54,136
Payroll Clerk 3	6ON: \$52,364-\$59,789	NI/A	6LN: \$50,964-\$61,157
Police Dept - Two Positions	Recruit Rate: \$51,983	N/A	Recruit Rate: \$51,983

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## **ADMINISTRATIVE SUPPORT – Part-time and Intermittent**

Current Title	Current Pay Range	Recommended	Recommended Pay
current fitte	and Rate	Title	Range and Rate
Temporary Administrative Assistant II	9EN: \$40,146-\$44,426	N/A	90N: \$44,317-\$55,396
Citywide - Temporary title	3EN. 340,140-344,420	IN/A	Recruit Rate: \$49,399
Temporary Office Assistant I	9FN: \$33,110-\$33,110	N/A	9FN: \$33,110-\$33,110
Citywide - Temporary title	3FN. \$55,110-\$55,110	IN/A	Recruit Rate: \$37,114
Temporary Office Assistant II			9FN: \$33,110-\$33,110
EC - 10 Positions	9KN: \$33,110-\$33,110	N/A	Recruit Rate: \$40,826
Citywide - Temporary title			Recruit Rate. \$40,620
Temporary Customer Service Representative I			9KN: \$43,026-\$53,783
Treasurer - 20 Positions	90N: \$36,840-\$36,840	N/A	
Citywide - Temporary title			Recruit Rate: \$44,909
Temporary Office Assistant III	0001. 626.040 626.040	NI/A	9KN: \$43,026-\$53,783
Citywide - Temporary title	90N: \$36,840-\$36,840	N/A	Recruit Rate: \$44,909
Temporary Customer Service Representative II	OLINI, ¢20 471 ¢42 200	NI/A	90N: \$44,317-\$55,396
Citywide - Temporary title	9UN: \$38,471-\$42,388	N/A	Recruit Rate: \$46,256

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## Pay Range Restructure

This recommendation will completely restructure the pay ranges for Section 6: Administrative Support in the Salary Ordinance and the corresponding pay ranges in Section 9: Part-time and Intermittent. This will be the same for Section 5: Paraprofessionals in the next report. Below is a chart reflecting the new ranges for Section 6 so as to eliminate confusion:

2021 Pay Range and Rate	Current Pay Range and Rate	Recommended Pay Range and Rate	
6AN: \$29,180 - \$30,672	6AN: \$33,110-\$33,110	6AN: \$36,421 - \$43,705	
6BN: \$23,437 - \$32,381	6BN: \$33,110-\$34,363	6BN: \$37,114 - \$44,537	
6CN: \$26,297 - \$32,910	6CN: \$33,110-\$34,925	6CN: \$38,849 - \$46,618	
6DN: \$29,306 - \$34,445	6DN: -	6DN: \$40,826 - \$48,991	
6EN: \$28,267 - \$35,922	6EN: \$33,110-\$38,121	6EN: \$41,494 - \$49,792	
6FN: \$30,664 - \$38,406	6FN: \$33,110-\$40,757	6FN: \$43,153 - \$51,784	
6GN: \$33,976 - \$39,943	6GN: \$36,056-\$42,388	6GN: \$44,909 - \$53,891	
6HN: \$37,080 - \$41,863	6HN: \$39,349-\$44,426	6HN: \$46,226 - \$55,471	
6IN: \$36,935 - \$43,335	6IN: \$39,196-\$45,988	6IN: \$47,150 - \$56,585	
6JN: \$34,849 - \$44,546	6JN: \$36,982-\$47,272	6JN: \$48,357 - \$58,029	
6KN: \$38,629 - \$45,391	6KN: \$40,993-\$48,169	6KN: \$49,095 - \$58,914	
6LN: \$40,501 - \$46,724	6LN: \$42,980-\$49,583	6LN: \$50,964 - \$61,157	

6MN: -	6MN: \$45,584-\$52,588	6MN: \$52,917 - \$63,500
6NN: \$38,628 - \$51,547	6NN: \$40,993-\$54,702	-
6ON: \$49,344 - \$56,340	6ON: \$52,364-\$59,789	-

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

Current Pay Range and Rate	Recommended Pay Range Restructure	
9FN: \$33,110-\$33,110	9FN: \$37,114-\$49,219	
9KN: \$33,110-\$33,110	9KN: \$43,026-\$53,783	
9ON: \$36,840-\$36,840	9ON: \$44,317-\$55,396	

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

Footnotes for these titles will remain the same unless footnoted assignment rates were rolled into the title's new recruitment rates.

Action Required - Effective Pay Period 06, 2024 (March 3<sup>rd</sup>, 2024)

\* See addendum included in CCFN 231616 for Salary and Position Ordinance changes.

Prepared by:	Saralı Wangerin
	Sarah Wangerin, Human Resources Representative
	Andur fullfull  Andrea Knickerbocker, Human Resources Manager

Harras Danahua IV. Employaa Balatians Director

Harper Donahue IV, Employee Relations Director



Cavalier Johnson

Mayor

Harper Donahue, IV

Director

Renee Joos Employee Benefits Director

Nicole M. Fleck Labor Negotiator

## **Department of Employee Relations**

#### **JOB EVALUATION REPORT**

**REVISED 2/12/2024** 

Fire and Police Commission Meeting: February 15th, 2024

This city-wide job study aligns 88 paraprofessional titles and related classifications across all City departments. These titles represent 710 positions and 541 incumbents citywide. This series covers positions in Part I: Section 5: *Paraprofessionals* in the Salary Ordinance and corresponding titles in section 9: *Part-time and Intermittent*. Recommendations are also made for the direct supervisors and managers of these positions which would be compressed as result of this report.

These are positions in which workers perform some of the duties of a professional or technician in a supportive role, which usually requires less formal training and/or experience normally required for professional or technical status. Examples of classifications include clinic assistants, human resources assistants, program assistants, and accounting assistants.

These recommendations have been sent in separate reports to the City Service Commission and the Fire and Police Commission as titles are often specific to a department. Titles highlighted in grey are specific to the Fire and Police Commission report.

#### **Vacancy Rate**

	Number	Percentage
Filled	541	76%
Vacant	169	24%

#### **Incumbent Demographics**

-1	
Ethnic Group	
Luniic Group	

	Number	Percentage
Black	219	40%
Hispanic	72	13%
White	227	42%
Asian	14	3%
American Indian/	9	2%
Alaska Native	9	2%

Sex

	Number	Percentage
Female	421	78%
Male	120	22%

The recommendations appropriately place the rates of pay for classifications based upon a comparison to market rates of pay. These changes are not reclassifications unless specifically addressed at the end of this report. Employees in these titles will receive a rate increase only if their current base pay rate falls below the new minimum recruitment rate for their title.

Reclassifications are addressed at the end of the report. The analysis and recommendation process for reclassification included a review of a position's duties and responsibilities, impact and accountability, relationship responsibilities, working conditions, as well as minimum education and experience requirements.

#### **Background**

In 2021, the City of Milwaukee instituted a minimum living wage for City of Milwaukee employees. This change raised rates of pay for approximately 500 employees and affected two paraprofessional pay ranges. This report aims to decompress the pay ranges and position titles that were eclipsed or compressed. Market data is provided to support recommended minimum rates of pay. Market data was sourced from the Economic Research Institute (ERI), a salary survey to which Employee Relations subscribes, the Bureau of Labor Statistics, as well as salary information from the State of Wisconsin and other Wisconsin municipalities.

Examples of this compression are displayed in the resulting minimum rates of pay in pay ranges 5AN-5BN:

2021 Pay Range and Rate	Current Pay Range and Rate	Recommended Pay Range and Rate	
5AN: \$29,782 - \$35,902	5AN: \$33,110-\$38,100	5AN: \$40,826-\$51,032	
5BN: \$30,530 - \$37,456	5BN: \$33,110-\$39,749	5BN: \$42,867-\$53,584	
5CN: \$34,067 - \$40,688	5CN: \$36,152-\$43,178	5CN: \$45,011-\$56,264	
5DN: \$36,252 - \$42,916	5DN: \$38,471-\$45,543	5DN: \$47,261-\$59,076	
5EN: \$40,501 - \$46,724	5EN: \$42,980-\$49,583	5EN: \$49,139-\$61,424	
5FN: \$40,516 - \$48,248	5FN: \$42,996-\$51,201	5FN: \$51,596-\$64,495	
5GN: \$41,610 - \$49,946	5GN: \$44,157-\$53,003	5GN: \$53,351-\$66,689	
5HN: \$45,013 - \$51,408	5HN: \$47,768-\$54,555	5HN: \$55,728-\$69,660	
5IN: \$46,347 - \$54,669	5IN: \$49,184-\$58,015	5IN: \$57,620-\$72,025	
5JN: \$47,095 - \$57,144	5JN: \$49,977-\$60,642	5JN: \$60,036-\$75,045	
5KN: \$48,851 - \$59,323	5KN: \$58,014-\$71,349	5KN: \$63,038-\$78,798	
-	5LN: \$66,716-\$82,051	5LN: \$65,408-\$81,760	
-	5MN: \$53,006-\$64,316	5MN: \$68,678-\$85,847	
-	5NN: \$56,218-\$68,214	-	
-	5ON: \$59,625-\$72,348	-	

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

#### **Accounting Assistant Series – City of Milwaukee**

Accounting Assistant IIIs perform various general accounting, procurement, and accounts payable functions. Incumbents follow City of Milwaukee policies and procedures and generally accepted government accounting principles.

Accounting Program Assistant IIIs provide technical accounting and financial related services according to generally accepted accounting principles, audits, and enforces requirements for contracts, grants, and/or budgeting.

# Market Data – Economic Research Institute Accounting Clerk

ERI defines an Accounting Clerk as a position that prepares and keeps financial and business transaction data up-to-date, applying accepted procedures, and prepares reports to ensure accounting

records. Performs complex clerical and entry-level accounting activities. Compiles and checks source documents, such as vouchers, invoices, purchase orders, and cash receipts, for completeness and accuracy, and prepares reports. Verifies and posts details of business transactions to appropriate ledgers and journals, and totals accounts.

			25th	Survey	75th
Job Title	Geographic Area	Level	Percentile	Mean	Percentile
Accounting Clerk	Milwaukee, Wisconsin	Level 1	41,557	45,376	48,625
Accounting Clerk	Milwaukee, Wisconsin	Level 2	46,807	51,038	54,676
Accounting Clerk	Milwaukee, Wisconsin	Level 3	53,697	58,464	62,620

ERI as of August 14th, 2023

#### Program Assistant Series - City of Milwaukee

Program Assistant IIs and IIIs perform a variety of sophisticated office support and administrative work in support of a program or distinct area of operations. Program Assistants acquire thorough knowledge of the policies and procedures associated with a particular program or operational area. While they exercise considerable independence in carrying out their responsibilities, they work closely with managers and professionals to interpret policies.

With greater responsibility, *Program Assistant IIIs* need an elevated knowledge base and skill set in order to perform the more complex functions required of them.

#### **Human Resources Assistant- City of Milwaukee**

Human Resources Assistant provides administrative support for department Human Resources functions. Incumbents ensure processes run smoothly, accurately, and efficiently while ensuring quality and compliance are maintained. The Human Resources Assistant initiates new work projects and improves processes on a constant basis.

## Market Data – Economic Research Institute Program Specialist (Non-Profit)

ERI defines a Program Specialist as a position that coordinates and performs administrative support for one or more programs in a non-profit organization. Oversees projects and communicates between teams to assist in the overall completion of tasks and assignments in a timely manner. Develops and implements programs and initiatives designed to publicize the organization and increase public awareness.

			25th	Survey	75th
Job Title	Geographic Area	Level	Percentile	Mean	Percentile
Program Specialist	Milwaukee, Wisconsin	Level 1	\$41,370	\$45,803	\$49,938
Program Specialist	Milwaukee, Wisconsin	Level 2	\$46,149	\$51,119	\$55,825
Program Specialist	Milwaukee, Wisconsin	Level 3	\$52,886	\$58,606	\$64,096

ERI as of August 14th, 2023

## Market Data – Economic Research Institute Human Resources Assistant

ERI defines a Human Resources Assistant as a position that assists one or more functional areas within Human Resources. Performs diversified clerical and administrative activities. Makes files on all new personnel, photographing and assigning employee number. Records changes on all employee status as

necessary; e.g., change of address, departmental transfers, rate increases, terminations, etc. Verifies payroll changes with computer printout. Enrolls new employees in programs. Processes and records information, such as personal data, compensation, benefits, tax data; attendance, performance reviews or evaluations, and termination date and reason. Processes employment applications; and assisting in other employment activities.

			25th	Survey	75th
Job Title	Geographic Area	Level	Percentile	Mean	Percentile
Human Resources Assistant	Milwaukee, Wisconsin	Level 1	\$43,365	\$47,665	\$51,447
Human Resources Assistant	Milwaukee, Wisconsin	Level 2	\$48,480	\$53,196	\$57,389
Human Resources Assistant	Milwaukee, Wisconsin	Level 3	\$54,666	\$59,887	\$64,584

ERI as of August 14th, 2023

#### **Market Rates - Bureau of Labor Statistics**

In conducting a market cost of labor analysis for these titles, rates of pay from the Bureau of Labor Statistics (BLS) were obtained. The following table provides wage information from BLS for Bookkeeping, Accounting, and Auditing Clerks and Human Resources titles in Federal, state, and local government, including government-owned schools and hospitals, and the USPS:

Occupation Area: Milwaukee-Waukesha-West Allis, WI	25th percentile wage	Median wage	75th percentile wage
Bookkeeping, Accounting, and Auditing Clerks	\$39,566	\$47,461	\$54,335
Human Resources Assistants	\$40,637	\$46,757	\$51,765
Human Resources Specialists	\$49,286	\$62,608	\$79,917

Source: BLS – Published in May 2022; aged by 2% to approximate 2024 rates

#### **External Comparisons**

In addition to market data comparisons, DER staff made comparisons to comparable positions in other southeastern Wisconsin jurisdictions:

City	Title	Minimum Pay	Minimum Experience	Recommended
Milwaukee	Program Assistant I	\$42,980	Three Years	\$53,351
State of WI	Ops Program Associate	\$44,159	Not provided	
Milwaukee	Program Assistant II	\$45,143	Four Years	\$57,620
Madison	Program Assistant 1	\$55,004	Three Years	
Milwaukee	Program Assistant III	\$50,704	Associates + 3 years	\$62,229
Milwaukee	<b>Human Resources Assistant</b>	\$50,704	Associates + 3 years	\$62,229
Wauwatosa	Human Resources Assistant	\$57,504	None	
Racine	Human Resources Assistant	\$58,011	Associates + 1 year	

The **State of Wisconsin** describes 'Operations Program Associate' as a position that performs a combination of complex, unit specific program duties in support of a professional program area(s) for the majority of the time. Positions relieve supervisors or program specialists of the less complex professional tasks. Decisions usually result in approval or denial of a request in the program area and may have impact across program lines. Positions serve as a liaison with other state agencies, federal government, local units of government, courts and law enforcement agencies, other states, the general public, or the private sector to obtain, provide, or exchange

complex information. Positions provide support in program compliance activities; perform quality assurance reviews within the program area, identify deficiencies, and provide feedback as necessary to effectively recommend changes in the policies and procedures of the program area.

The **City of Madison** describes 'Program Assistant 1' as a position that is responsible programmatic support work in a City department, division or other independent program unit. Employees in this class support a particular program or programs by performing or coordinating specialized program functions, interpreting and applying programmatic policies and procedures, and performing administrative tasks in support of the program. The work requires exercising considerable judgment and discretion in the interpretation and application of policies

## Recommendations

The recommendations that follow are organized by 'Current Pay Range and Rate' and indicate titles by Department. Please note that these recommendations are shown only as non-resident wage rates. City of Milwaukee residents receive the 3% residency incentive.

## **Paraprofessionals**

Current Title	Current Pay Range and Rate	Recommended Title	Recommended Pay Range and Rate
Public Health Aide	EAN: ¢22 110 ¢29 100	N/A	5BN: \$42,867-\$53,584
Health - Underfill title	5AN: \$33,110-\$38,100	IN/A	Recruit Rate: \$43,561
Clinic Assistant	5BN: \$33,110-\$39,749	N/A	5BN: \$42,867-\$53,584
Health - Underfill title	JDIN. \$55,110-\$59,749	IN/A	Recruit Rate: \$43,090
Community Education Assistant	5BN: \$33,110-\$39,749	Public Health	2DN: \$45,101-\$63,140
Health - One Position	JDIN. \$55,110-\$59,749	Educator II	Recruit Rate: \$53,914
Community Education Assistant	5BN: \$33,110-\$39,749	N/A	5BN: \$42,867-\$53,584
Health - One Position	JDN. \$33,110-\$33,743	N/A	Recruit Rate: \$43,090
Medical Assistant			5CN: \$45,011-\$56,264
Health - Six Positions	5CN: \$36,152-\$43,178	N/A	Recruit Rate: \$48,084
Health - One Position -Bilingual Hmong			Reciuit Nate. \$48,084
Forensic Identification Processor	5DN: \$38,471-\$45,543	N/A	5EN: \$49,139-\$61,424
Police Dept - Five Positions	Recruit Rate: \$41,988	NA	Recruit Rate: \$51,182
Library Circulation Services			
Representative	5DN: \$38,471-\$45,543	N/A	5AN: \$40,826-\$51,032
Library - 73 Positions	Recruit Rate: \$40,094	IN/A	JAN. 340,820-331,032
Library - Five Positions bilingual			
Library Technical Services Specialist	5DN: \$38,471-\$45,543	N/A	5AN: \$40,826-\$51,032
Library - Eight Positions	Recruit Rate: \$40,094	NA	JAN. 340,820-331,032
License Specialist I	5DN: \$38,471-\$45,543	N/A	5HN: \$55,728-\$69,660
CCCC - Underfill title	Recruit Rate: \$41,988	NA	31114. \$33,728-\$09,000
Police Records Specialist II	5DN: \$38,471-\$45,543	N/A	5HN: \$55,728-\$69,660
Police Dept - Underfill title	Recruit Rate: \$41,988	NA	311N. \$33,728-\$09,000
Accounting Assistant III			
DPW Admin - One Position	5EN: \$42,980-\$49,583	N/A	5GN: \$53,351-\$66,689
Treasurer - One Position	Recruit Rate: \$44,887	N/ A	2014. \$23,331-\$00,003
Water Works - Five Positions			
Community Service Officer	5EN: \$42,980-\$49,583	N/A	5HN: \$55,728-\$69,660
Police Dept - 25 Positions	Recruit Rate: \$41,937	IN/C	Recruit Rate: \$55,842

Library Audio Machine Technician			5BN: \$42,867-\$53,584
Library - Two Positions	5EN: \$42,980-\$49,583	N/A	Recruit Rate: \$44,909
License Specialist II	5EN: \$42,980-\$49,583	N1/A	FIN. 657 630 673 035
CCCC - Five Positions	Recruit Rate: \$45,143	N/A	5IN: \$57,620-\$72,025
Office Coordinator	5EN: \$42,980-\$49,583	N/A	5GN: \$53,351-\$66,689
Fire Dept - One Position	JEIN. \$42,960-\$49,565	N/A	200,009
Office Coordinator II	5EN: \$42,980-\$49,583	N/A	5GN: \$53,351-\$66,689
Fire Dept - One Position	Recruit Rate: \$44,026	N/A	Recruit Rate: \$54,648
Police Records Specialist III	5EN: \$42,980-\$49,583	N/A	5IN: \$57,620-\$72,025
Police Dept - 18 Positions	Recruit Rate: \$45,143	.,,,,	3.1.1. \$37,626 \$72,625
Police Services Specialist-Investigator	5EN: \$42,980-\$49,583		
Police Dept - 27 Positions	Recruit Rate: \$41,937	N/A	5GN: \$53,351-\$66,689
Police Dept - 10 Positions PPD	, ,		
Program Assistant I			
CCCC - One Position DCD - One Position			
DNS - One Position			
DOA - One Position			
DPW Infra - Three Positions	5EN: \$42,980-\$49,583	N/A	5GN: \$53,351-\$66,689
DPW OPS - Three Positions			
FPC - Two Positions			
Health - Two Positions			
Water Works - One Position			
Program Assistant I	5EN: \$42,980-\$49,583	Administrative	1DX: \$58,223-\$81,507
DCD - One Position	JEIN. \$42,960-\$49,565	Services Supervisor	Recruit Rate: \$70,690
Administrative Assistant III			
DPW Infra - One Position	5FN: \$42,996-\$51,201		
Health – Two Positions	Recruit Rate: \$45,143	N/A	5IN: \$57,620-\$72,025
Police Dept - Seven Positions			
Port - One Position	EEN 642 006 654 204		
Clinic Office Coordinator	5FN: \$42,996-\$51,201	N/A	5IN: \$57,620-\$72,025
Health - Three Positions	Recruit Rate: \$45,143		
Emergency Communications Administrative Assistant III	5FN: \$42,996-\$51,201	Administrative	5IN: \$57,620-\$72,025
DEC - One Position	Recruit Rate: \$45,143	Assistant III	3/14. 937,020 972,023
Health Access Assistant	5FN: \$42,996-\$51,201		
Health - Four Positions	Recruit Rate: \$45,143	N/A	5IN: \$57,620-\$72,025
Health Project Assistant	5FN: \$42,996-\$51,201	N1/A	FIN. 657 620 672 225
Health - One Position	Recruit Rate: \$45,143	N/A	5IN: \$57,620-\$72,025
Lead Project Assistant	5FN: \$42,996-\$51,201	N/A	EINI: ¢E7 620 ¢72 025
Health - One Position	Recruit Rate: \$45,977	N/A	5IN: \$57,620-\$72,025
Program Assistant II			
DNS - Ten Positions			
DOA - Two Positions	5FN: \$42,996-\$51,201	N/A	5IN: \$57,620-\$72,025
DPW Admin - One Position	Recruit Rate: \$45,143		7 40.,020 4.2,020
DPW Infra - Two Positions			
DPW OPS - Five Positions			

Fire Dept – One Position			
Health - Four Positions			
Library - One Position			
Treasurer - One Position			
Water Works - Four Positions			
Program Assistant II	5FN: \$42,996-\$51,201	Tax Enforcement	5JN: \$60,036-\$75,045
Treasurer - One Position	Recruit Rate: \$45,143	Specialist	Recruit Rate: \$62,355
Accounting Program Assistant III	Neciali Nate. 943,143	эресіанізс	Recruit Nate: 302,333
COMP - Seven Positions	5GN: \$44,157-\$53,003		5GN: \$53,351-\$66,689
DCD - One Position	Recruit Rate: \$51,392	N/A	Recruit Rate: \$54,401
	Recluit Rate. \$51,592		Reciuit Nate. \$34,401
Library - One Position  Communications Assistant-Senior	ECN: \$44.1E7 \$E2.002		5EN: \$49,139-\$61,424
	5GN: \$44,157-\$53,003	N/A	
DPW OPS - Eight Positions	Recruit Rate: \$47,992		Recruit Rate: \$49,399
Emergency Communications Officer I	5GN: \$44,157-\$53,003	N/A	5CN: \$45,011-\$56,264
DEC - Underfill title	Recruit Rate: \$45,977		Recruit Rate: \$45,977
Health Accounting Assistant	5GN: \$44,157-\$53,003	Accounting	2FN: \$51,250-\$71,754
Health - Two Positions	Recruit Rate: \$51,392	Coordinator II	Recruit Rate: \$62,529
Tow Lot Assistant III	5GN: \$44,157-\$53,003	N/A	5EN: \$49,139-\$61,424
DPW OPS - Seven Positions	Recruit Rate: \$47,992	,	Recruit Rate: \$49,399
Unified Call Center Representative 1	5GN: \$44,157-\$53,003	N/A	5CN: \$45,011-\$56,264
DOA - Underfill title	Recruit Rate: \$45,977	,	Recruit Rate: \$45,977
License Specialist III	5HN: \$47,768-\$54,555	N/A	5JN: \$60,036-\$75,045
CCCC - Two Positions	·		Recruit Rate: \$60,973
Water Billing Specialist	5HN: \$47,768-\$54,555	N/A	5KN: \$63,038-\$78,798
Water Works - Five Positions	Recruit Rate: \$51,392	14/7	Recruit Rate: \$63,530
			5LN: \$65,408-\$81,760
			Recruit Rate: \$66,716
911 Dispatcher	5IN: \$49,184-\$58,015	N/A	Footnote: Appointment
DEC - Underfill title	Recruit Rate: \$66,716	IN/A	may be at any rate in
			the following pay range:
			\$66,716-\$82,051
			5HN: \$55,728-\$69,660
			Recruit Rate: \$58,014
911 Telecommunicator	5IN: \$49,184-\$58,015	NI/A	Footnote: Appointment
DEC - Underfill title	Recruit Rate: \$58,014	N/A	may be at any rate in
			the following pay range:
			\$58,014-\$71,349
Administrative Assistant IV			
DNS - One Position			
Health - Two Positions	5IN: \$49,184-\$58,015	NI/A	5JN: \$60,036-\$75,045
Library - One Position	Recruit Rate: \$50,704	N/A	Recruit Rate: \$62,229
Police Dept - Two Positions			
Water Works - One Position			
Assessment Accounting Assistant	5IN: \$49,184-\$58,015	21/2	FCN 452 254 466 606
Assessor - One Position	Recruit Rate: \$49,870	N/A	5GN: \$53,351-\$66,689
Benefits Services Specialist			FIN. 400 000 455 005
DER - Two Positions	5IN: \$49,184-\$58,015	N/A	5JN: \$60,036-\$75,045
ERS - Two Positions	Recruit Rate: \$51,392	,	Recruit Rate: \$62,229
	1	1	

Communications Assistant Lead DPW OPS - Five Positions	5IN: \$49,184-\$58,015 Recruit Rate: \$51,392	N/A	5FN: \$51,596-\$64,495 Recruit Rate: \$51,987
Emergency Communications			
Administrative Assistant IV	5IN: \$49,184-\$58,015	Administrative	5JN: \$60,036-\$75,045
DEC - One Position	Recruit Rate: \$51,392	Assistant IV	Recruit Rate: \$62,229
Emergency Communications Financial	5IN: \$49,184-\$58,015	Management	2JX: \$66,154-\$92,612
Services Assistant	Recruit Rate: \$51,392	Accountant -	Recruit Rate: \$72,768
DEC - One Position	, , , , , , , , , , , , , , , , , , , ,	Senior	, , , ,
Emergency Communications Human Resources Assistant	5IN: \$49,184-\$58,015	Human Resources	5JN: \$60,036-\$75,045
DEC - Underfill title	Recruit Rate: \$51,392	Assistant	Recruit Rate: \$62,229
ERS Accounting Assistant	5IN: \$49,184-\$58,015		
ERS - One Position	Recruit Rate: \$49,870	N/A	5GN: \$53,351-\$66,689
Human Resources Assistant			
DER - Four Positions			
Fire Dept - One Position	5IN: \$49,184-\$58,015		5JN: \$60,036-\$75,045
FPC - Two Positions	Recruit Rate: \$51,392	N/A	Recruit Rate: \$62,229
Health - One Position	πεσιαιε πατεί φσ1)σσ2		Neorale Nater you,
Library - Two Positions			
Police Dept - Two Positions	5IN: \$49,184-\$58,015	Human Bassumas	217. 662.041.606.054
Human Resources Assistant DNS - One Position	Recruit Rate: \$51,392	Human Resources Analyst	2IX: \$62,041-\$86,854 Recruit Rate: \$68,244
Library Circulation Services		Allalyst	
Representative-Lead	5IN: \$49,184-\$58,015	N/A	5FN: \$51,596-\$64,495
Library - Six Positions	Recruit Rate: \$50,704	1.47.	Recruit Rate: \$51,987
Library Communications Assistant	5IN: \$49,184-\$58,015	N1/A	5FN: \$51,596-\$64,495
Library - Two Positions	Recruit Rate: \$50,704	N/A	Recruit Rate: \$51,987
Library Technical Services Specialist-Lead	5IN: \$49,184-\$58,015	N/A	5FN: \$51,596-\$64,495
Library - Three Positions	Recruit Rate: \$50,704	N/A	Recruit Rate: \$51,987
Parking Enforcement Officer	5IN: \$49,184-\$58,015	N/A	5DN: \$47,261-\$59,076
DPW OPS - 58 Positions	- 1 - 7 - 7 - 7 - 7	,	Recruit Rate: \$49,184
Program Assistant III			
DNS - Three Positions DOA - One Position			
DPW Infra - One Position	5IN: \$49,184-\$58,015		5JN: \$60,036-\$75,045
Health - Five Positions	Recruit Rate: \$50,704	N/A	Recruit Rate: \$62,229
Library - One Position	. ,		, ,
Police Dept - One Position			
Water Works - Five Positions			
Program Assistant III	5IN: \$49,184-\$58,015	Administrative	2GX: \$54,619-\$76,474
DPW OPS - One Position	Recruit Rate: \$50,704	Specialist Senior	Recruit Rate: \$66,992
Program Assistant III	5IN: \$49,184-\$58,015	Human Resources	5JN: \$60,036-\$75,045
Health - One Position	Recruit Rate: \$50,704	Assistant	Recruit Rate: \$62,229
Program Assistant III Treasurer - One Position	5IN: \$49,184-\$58,015 Recruit Rate: \$50,704	Administrative Specialist-Senior	2GX: \$54,619-\$76,474 Recruit Rate: \$66,992
Revenue Collection Specialist	5IN: \$49,184-\$58,015		2GN: \$54,619-\$76,474
Treasurer - One Position	Recruit Rate: \$51,392	N/A	Recruit Rate: \$64,264
	1		

Administrative Services Coordinator			
CCCC - One Position			
DCD - One Position	5JN: \$49,977-\$60,642	NI/A	5KN: \$63,038-\$78,798
DOA - One Position	Recruit Rate: \$52,365	N/A	Recruit Rate: \$64,264
Fire Dept - One Position			
Water Works - One Position			
Assessment Services Assistant-Senior	5JN: \$49,977-\$60,642	N/A	5HN: \$55,728-\$69,660
Assessor - One Position	Recruit Rate: \$56,842	IN/A	Recruit Rate: \$56,842
Court Accounting Assistant-Senior	5JN: \$49,977-\$60,642	N/A	5HN: \$55,728-\$69,660
Muni Court - One Position	Recruit Rate: \$56,842	IN/A	Recruit Rate: \$56,842
Court Administrative Assistant	5JN: \$49,977-\$60,642	Administrative	2GX: \$54,619-\$76,474
Muni Court - One Position	Recruit Rate: \$56,842	Specialist-Senior	Recruit Rate: \$66,992
Court Services Assistant-Lead	5JN: \$49,977-\$60,642	N/A	5HN: \$55,728-\$69,660
Muni Court - One Position	Recruit Rate: \$56,842	IN/ A	Recruit Rate: \$56,842
Deferred Compensation Plan Services	5JN: \$49,977-\$60,642		5FN: \$51,596-\$64,495
Assistant	Recruit Rate: \$52,365	N/A	Recruit Rate: \$52,365
Def Comp - One Position			
ERS Fiscal Services Assistant	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
ERS - One Position	Recruit Rate: \$54,989	14/74	Recruit Rate: \$54,989
Internet Analyst	5JN: \$49,977-\$60,642	N/A	5FN: \$51,596-\$64,495
DOA - Underfill title	Recruit Rate: \$52,784	14/7	Recruit Rate: \$52,784
Lead Parking Enforcement Officer	5JN: \$49,977-\$60,642	N/A	5EN: \$49,139-\$61,424
DPW OPS - Four Positions	Recruit Rate: \$51,644	1.47.1	Recruit Rate: \$51,644
Legal Office Assistant-Senior	5JN: \$49,977-\$60,642	N/A	5IN: \$57,620-\$72,025
City Attorney - One Position	Recruit Rate: \$56,842	1.47.1	Recruit Rate: \$58,275
Payroll Assistant 1	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
Citywide - Underfill title	Recruit Rate: \$54,418	1.47.	Recruit Rate: \$54,418
Tow Lot Assistant Lead	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
DPW OPS - One Position	Recruit Rate: \$52,365	1.4	700,000 700,000
Transportation Accounting Assistant	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
DPW OPS - One Position	Recruit Rate: \$52,365	,	
Unified Call Center Representative 2	5JN: \$49,977-\$60,642	N/A	5EN: \$49,139-\$61,424
DOA - Underfill title	Recruit Rate: \$51,644	,	Recruit Rate: \$51,644
WIC Client Services Assistant 1	5JN: \$49,977-\$60,642	N/A	5GN: \$53,351-\$66,689
Health - Underfill title	Recruit Rate: \$54,418	,	Recruit Rate: \$54,418
Assessment Services Specialist	5KN: \$58,014-\$71,349	N/A	5JN: \$60,036-\$75,045
Assessor - One Position	Recruit Rate: \$59,684		Recruit Rate: \$62,229
BOZA Administrative Assistant-Lead	5KN: \$58,014-\$71,349	N/A	5IN: \$57,620-\$72,025
BOZA - One Position	Recruit Rate: \$59,684		Recruit Rate: \$59,684
Docketing Specialist	5KN: \$58,014-\$71,349	N/A	5KN: \$63,038-\$78,798
City Attorney - One Position	Recruit Rate: \$63,602		Recruit Rate: \$63,602
Emergency Communications Officer II	5KN: \$58,014-\$71,349	N/A	5IN: \$57,620-\$72,025
DEC - Underfill title	Recruit Rate: \$58,014		Recruit Rate: \$58,014
ERS Services Specialist	5KN: \$58,014-\$71,349	N/A	5JN: \$60,036-\$75,045
ERS - One Position	Recruit Rate: \$59,684	Facilities Dus susses	Recruit Rate: \$62,229
Facilities Program Assistant	5KN: \$58,014-\$71,349	Facilities Program	5IN: \$57,620-\$72,025
Library - One Position	Recruit Rate: \$58,772	Specialist	Recruit Rate: \$58,772

Internet Analyst-Senior	5KN: \$58,014-\$71,349	N1/A	5GN: \$53,351-\$66,689
DOA - One Position	Recruit Rate: \$55,423	N/A	Recruit Rate: \$55,423
IT Support Associate	FKN, 650 044 674 240		FIN. 657 630 673 035
DOA - Three Positions	5KN: \$58,014-\$71,349	N/A	5IN: \$57,620-\$72,025
Library - One Position	Recruit Rate: \$59,684		Recruit Rate: \$59,684
Legal Office Assistant-Lead	5KN: \$58,014-\$71,349	N/A	5JN: \$60,036-\$75,045
City Attorney - Two Positions	Recruit Rate: \$59,684	IN/A	Recruit Rate: \$62,355
Unified Call Center Representative 3	5KN: \$58,014-\$71,349		5IN: \$57,620-\$72,025
DOA - 11 Positions	Recruit Rate: \$58,014	N/A	Recruit Rate: \$58,014
DOA - 21 Positions (Auxiliary)	Recruit Rate. \$56,014		Recluit Rate. \$56,014
<b>Emergency Communications Officer III</b>	5LN: \$66,716-\$82,051	N/A	5LN: \$65,408-\$81,760
DEC - Underfill title	Recruit Rate: \$66,716	IN/A	Recruit Rate: \$66,716
<b>Emergency Communications Officer IV</b>	5LN: \$66,716-\$82,051	N/A	5MN: \$68,678-\$85,847
DEC - 184 Positions	Recruit Rate: \$70,052	IN/A	Recruit Rate: \$70,052
Payroll Assistant 2	5MN: \$53,006-\$64,316	N/A	5HN: \$55,728-\$69,660
Citywide - Underfill title	Recruit Rate: \$57,139	IN/A	Recruit Rate: \$57,139
WIC Client Services Assistant 2	5MN: \$53,006-\$64,316	N/A	5HN: \$55,728-\$69,660
Health - Underfill title	Recruit Rate: \$57,139	IN/A	Recruit Rate: \$57,139
Municipal Court Clerk 1	5NN: \$56,218-\$68,214	N/A	5IN: \$57,620-\$72,025
Muni Court - Underfill title	Recruit Rate: \$57,272	IN/A	Recruit Rate: \$58,781
Payroll Assistant 3			
DPW Admin - Nine Positions	5NN: \$56,218-\$68,214		5IN: \$57,620-\$72,025
Fire Dept - One Position	Recruit Rate: \$59,996	N/A	Recruit Rate: \$59,996
Police Dept - One Position	Recruit Rate. \$59,990		Recruit Rate. \$59,996
Water Works - One Position			
WIC Client Services Assistant 3	5NN: \$56,218-\$68,214	N/A	5IN: \$57,620-\$72,025
Health - Seven Positions	Recruit Rate: \$59,996	IN/A	Recruit Rate: \$59,996
DPW Payroll Services Assistant	5ON: \$59,625-\$72,348	N/A	5JN: \$60,036-\$75,045
DPW Admin - One Position	Recruit Rate: \$61,780	IN/ A	Recruit Rate: \$62,229
Fire Business Services Specialist	5ON: \$59,625-\$72,348	N/A	5JN: \$60,036-\$75,045
Fire Dept - Three Positions	Recruit Rate: \$61,780	IN/ PA	Recruit Rate: \$62,229
Municipal Court Clerk 2	5ON: \$59,625-\$72,348	N/A	5JN: \$60,036-\$75,045
Muni Court - Six Positions	Recruit Rate: \$59,956	IN/ A	Recruit Rate: \$62,355
Water Program Assistant	5ON: \$59,625-\$72,348	N/A	5JN: \$60,036-\$75,045
Water Works - Two Positions	Recruit Rate: \$61,780	IN/ A	Recruit Rate: \$62,229

\*Note: Residents receive a rate that is 3% higher.

## **Professionals**

Current Title	Current Pay Range and	Recommended	Recommended Pay
Carrette Title	Rate	Title	Range and Rate
Executive Administrative Assistant I	2BN: \$39,716-\$55,598	N/A	2CN: \$42,322-\$59,242
Citywide - Underfill title	ZBN. \$39,/10-\$33,398	N/A	Recruit Rate: \$51,440
Public Health Educator I	2BN: \$39,716-\$55,598	NI/A	2BN: \$39,716-\$55,598
Health - Underfill title	Recruit Rate: \$43,536	N/A	Recruit Rate: \$48,641
Administrative Specialist	2CN: \$42,322-\$59,242	NI/A	2DN: \$45,101-\$63,140
DOA - One Position	Recruit Rate: \$42,322	N/A	Recruit Rate: \$55,041
Administrative Specialist	2CN: \$42,322-\$59,242	Administrative	2GX: \$54,619-\$76,474
DOA - One Position	Recruit Rate: \$42,322	Specialist-Senior	Recruit Rate: \$66,992

Document Services Supervisor	2CN: \$42,322-\$59,242		2DN: \$45,101-\$63,140
CC-CC - Two Positions	Recruit Rate: \$51,468	N/A	Recruit Rate: \$55,041
Executive Administrative Assistant II	1100 at 1100		
CC-CC - One Position	2CN: \$42,322-\$59,242	N/A	2DN: \$45,101-\$63,140
COMP - One Position	Σοιτι φ 12,022 φ00,2 12		Recruit Rate: \$55,041
Office Supervisor II			2DN: \$45,101-\$63,140
Police Dept - One Position	2CN: \$42,322-\$59,242	N/A	Recruit Rate: \$55,041
Public Health Educator II	2CN: \$42,322-\$59,242	<u> </u>	2DN: \$45,101-\$63,140
Health - One Position	Recruit Rate: \$48,256	N/A	Recruit Rate: \$53,914
Records Services Supervisor	2CN: \$42,322-\$59,242		2DN: \$45,101-\$63,140
ERS - One Position	Recruit Rate: \$51,468	N/A	Recruit Rate: \$55,041
Accounting Coordinator I			, ,
DCD - Two Positions	2DN: \$45,101-\$63,140		2EN: \$48,079-\$67,309
DPW ADMIN - One Position	Recruit Rate: \$51,392	N/A	Recruit Rate: \$58,438
Police Dept - Two Positions			
Accounting Coordinator II			
COMP - Two Positions	2DN: \$45,101-\$63,140	N1 / A	2FN: \$51,250-\$71,754
DCD - Two Positions	Recruit Rate: \$54,989	N/A	Recruit Rate: \$62,529
Health - Two Positions			
Administrative Support Specialist			
DER - One Position	25N; ¢45 404 ¢62 440		25N, 640,070, 667, 200
DPW Admin - One Position	2DN: \$45,101-\$63,140	N/A	2EN: \$48,079-\$67,309 Recruit Rate: \$58,416
FPC - One Position	Recruit Rate: \$54,989		
Mayor - One Position			
<b>Emergency Communications</b>	2DN: \$45,101-\$63,140	Administrative	2EN: \$48,079-\$67,309
Administrative Support Specialist	Recruit Rate: \$54,989	Support Specialist	Recruit Rate: \$58,416
DEC - One Position	Necruit Nate. \$34,989	Support Specialist	Reciuit Nate. \$38,410
Business Services Specialist			
Attorney - One Position	2DN: \$45,101-\$63,140	N/A	2FN: \$51,250-\$71,754
DOA - Two Positions	Recruit Rate: \$51,388	19/7	Recruit Rate: \$63,860
DPW Admin - One Position			
Election Services Coordinator	2DN: \$45,101-\$63,140	N/A	2EN: \$48,079-\$67,309
Election - Three Positions	Recruit Rate: \$54,070	1477	Recruit Rate: \$60,973
Absentee Services Coordinator	2EN: \$48,079-\$67,309	N/A	2GN: \$54,619-\$76,474
Election - One Position	Recruit Rate: \$59,114	1477	Recruit Rate: \$64,264
Election Administrative Services	2EN: \$48,079-\$67,309		2GN: \$54,619-\$76,474
Coordinator	Recruit Rate: \$59,114	N/A	Recruit Rate: \$64,264
		i	1130. 0.1. 1.0. 0. 70 1,20 1
Election - One Position			<del>                                       </del>
Election Services Field Coordinator	2EN: \$48,079-\$67,309	N/A	2GN: \$54,619-\$76,474
Election Services Field Coordinator Election - One Position		N/A	2GN: \$54,619-\$76,474 Recruit Rate: \$64,264
Election Services Field Coordinator Election - One Position Parking Administrative Services	2EN: \$48,079-\$67,309 Recruit Rate: \$59,114		Recruit Rate: \$64,264
Election Services Field Coordinator Election - One Position  Parking Administrative Services Coordinator	2EN: \$48,079-\$67,309 Recruit Rate: \$59,114 2EN: \$48,079-\$67,309	N/A N/A	Recruit Rate: \$64,264 2GN: \$54,619-\$76,474
Election Services Field Coordinator Election - One Position  Parking Administrative Services Coordinator  DPW OPS - One Position	2EN: \$48,079-\$67,309 Recruit Rate: \$59,114		Recruit Rate: \$64,264
Election Services Field Coordinator Election - One Position  Parking Administrative Services Coordinator DPW OPS - One Position  Administrative Specialist-Senior	2EN: \$48,079-\$67,309 Recruit Rate: \$59,114 2EN: \$48,079-\$67,309		Recruit Rate: \$64,264 2GN: \$54,619-\$76,474
Election Services Field Coordinator Election - One Position  Parking Administrative Services Coordinator DPW OPS - One Position  Administrative Specialist-Senior DNS - One Position	2EN: \$48,079-\$67,309 Recruit Rate: \$59,114 2EN: \$48,079-\$67,309 Recruit Rate: \$59,114	N/A	Recruit Rate: \$64,264  2GN: \$54,619-\$76,474  Recruit Rate: \$64,264
Election Services Field Coordinator Election - One Position  Parking Administrative Services Coordinator DPW OPS - One Position  Administrative Specialist-Senior DNS - One Position DOA - Three Positions	2EN: \$48,079-\$67,309 Recruit Rate: \$59,114 2EN: \$48,079-\$67,309		Recruit Rate: \$64,264  2GN: \$54,619-\$76,474  Recruit Rate: \$64,264  2GX: \$54,619-\$76,474
Election Services Field Coordinator Election - One Position  Parking Administrative Services Coordinator DPW OPS - One Position  Administrative Specialist-Senior DNS - One Position	2EN: \$48,079-\$67,309 Recruit Rate: \$59,114 2EN: \$48,079-\$67,309 Recruit Rate: \$59,114	N/A	Recruit Rate: \$64,264  2GN: \$54,619-\$76,474  Recruit Rate: \$64,264

Healthcare Access Program Coordinator	2FN: \$51,250-\$71,754	N/A	2GN: \$54,619-\$76,474
Health - One Position	Recruit Rate: \$56,037	IN/A	Recruit Rate: \$65,112
Legal Administrative Specialist-Senior	2FX: \$51,649-\$71,754	N/A	2GX: \$54,619-\$76,474
Attorney - Two Positions	Recruit Rate: \$62,069	IN/A	Recruit Rate: \$66,992
Municipal Court Clerk-Lead	2GX: \$54,619-\$76,474	N/A	2IX: \$62,041-\$86,854
Muni Court - One Position	Recruit Rate: \$65,724	IN/A	Recruit Rate: \$67,917

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## **Officials and Administrators**

Current Title	Current Pay Range and	Recommended	Recommended Pay				
Current fitte	Rate	Title	Range and Rate				
Forensic Processor Supervisor	1AX: \$51,649-\$67,309	N/A	1BX: \$51,649-\$71,754				
Police Dept- One Position	IAX. \$31,045-\$07,305	IN/A	Recruit Rate: \$62,959				
Permit Desk Supervisor	1AX: \$51,649-\$67,309	N/A	1DX: \$58,223-\$81,507				
DNS - One Position	IAX. \$31,045-\$07,305	IN/A	Recruit Rate: \$70,690				
Police Records Supervisor	1AX: \$51,649-\$67,309	N/A	1CX: \$54,619-\$76,474				
Police Dept - One Position	Recruit Rate: \$52,303	IN/A	Recruit Rate: \$66,758				
Administrative Services Supervisor			1DX: \$58,223-\$81,507				
DCD - One Position	1BX: \$51,649-\$71,754	N/A	Recruit Rate: \$70,690				
DNS - Three Positions			Recluit Nate. \$70,030				
License Coordinator	1CX: \$54,619-\$76,474	N/A	1DX: \$58,223-\$81,507				
CC-CC - One Position	1CA. \$34,013-\$70,474	N/A	Recruit Rate: \$69,717				
Document Services Manager	1DX: \$58,223-\$81,507	N/A	1FX: \$66,154-\$92,612				
CC-CC - One Position	Recruit Rate: \$70,166	IN/A	Recruit Rate: \$75,719				
Police Records Manager	1DX: \$58,223-\$81,507	N/A	1EX: \$62,041-\$86,854				
Police Dept - One Position	107. \$38,223-\$81,307	IN/A	Recruit Rate: \$74,838				
License Division Assistant Manager	1FX: \$66,154-\$92,612	N/A	1FX: \$66,154-\$92,612				
CC-CC - One Position	Recruit Rate: \$67,477	IN/A	Recruit Rate: \$76,688				
License Division Manager	ense Division Manager 1HX: \$75,162-\$105,223		1HX: \$75,162-\$105,223				
CC-CC - One Position	Recruit Rate: \$75,162	N/A	Recruit Rate: \$84,357				

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## Paraprofessionals – Part-time and Intermittent

raraproressionals rare time and intermittent												
Current Title	Current Pay Range	Recommended	Recommended Pay Range									
Current ritle	and Rate	Title	and Rate									
Temporary Program Assistant I	9EN: \$40,146-\$44,426	N/A	9HN: \$51,250-\$71,754									
Citywide - Temporary title	Recruit Rate: \$42,980	IN/A	Recruit Rate: \$53,351									
Temporary Election Services Office Administrator Election - Temporary title	9HN: \$51,250-\$71,754 Recruit Rate: \$51,250	Temporary Early Voting Coordinator	9HN: \$51,250-\$71,754 Recruit Rate: \$64,264 Footnote: Appoint at any rate with DER approval.									
Temporary Community Education Assistant Health - Temporary title	9KN: \$33,110-\$33,110	N/A	9EN: \$40,146-\$44,426 Recruit Rate: \$43,090									
Temporary Library Circulation Services Representative Library - Six Positions	9UN: \$38,471-\$42,388 Recruit Rate: \$40,094	N/A	9FN: \$37,114-\$49,219 Recruit Rate: \$40,826									

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

## **Reclassified positions**

Positions in this section represent positions with significant material changes to the position's duties and responsibilities and/or changes in levels of responsibility, knowledge, skills, or abilities. Incumbents in these positions receive promotions into new position titles and are evaluated for potential new probationary periods, position underfills, or other effects of team or division restructures.

#### **Department of Emergency Communications**

Current Title	Current Pay Range and Rate	Recommended Title	Recommended Pay Range and Rate
Emergency Communications Financial Services Assistant DEC - One Position	5IN: \$49,184-\$58,015	Management	2JX: \$66,154-\$92,612
	Recruit Rate: \$51,392	Accountant - Senior	Recruit Rate: \$72,768

The Department of Emergency Communications has requested the reclassification of a Financial Services Assistant position in their department to Management Accountant - Senior due to the current level of responsibility, technical skills, and minimum qualifications. This position performs payroll administration, reporting data from the city Financials system, provides backup for the Emergency Communications Finance Manager, and assists in the annual budget process.

#### **Essential Functions:**

- Administer department accounts; process requisitions, purchase orders, invoice payments, IRIs to
  and from the department, and petty cash; and maintain accounts payable records. Process accounts
  payable invoices within FMIS. Process purchase requisitions and purchase orders. Respond to
  related inquiries from vendors and Port personnel and develop and generate accounts receivable
  reports.
- Prepare requests for contracts, bids, and Requests for Proposals. Monitor contract expiration dates and prepare amendment requests as needed. Organize and maintain purchasing documents including contracts, BID and RFP files, including contacting and coordinating with vendors.
- Provide updates to the Finance Manager regarding financial office matters; oversee office resources by ordering supplies and maintaining inventory.
- Prepare Procard documentation and process payments. Facilitate Procard purchases as assigned. Run daily/weekly queries to monitor the budget.
- Edit, audit, and reconcile online time entry on a biweekly basis for DEC employees in accordance with applicable rules and policies.
- Complete online time adjustments for payroll errors, corrections, and separation payouts.
- Provide support to employees regarding time entry processing, new hire onboarding, benefit communications and assistance with enrollments, processing tuition reimbursements.
- Includes necessary reports, tax forms, wage requests ,leave of absences and tracking, employee database maintenance.
- Respond to employee's payroll inquiries.
- Administer the City's Sick Leave Control Incentive Program.

Minimum Qualifications include a Bachelor's degree in business administration or a closely related field from an accredited college or university and two years of accounting and/or financial experience related to the position.

Based on the essential functions including departmental account administration, professional backup and assistant to the department Finance Manager, and budgeting duties, we recommend reclassifying

this Emergency Communications Financial Services Assistant position to a Management Accountant - Senior position in pay range 2JX: \$66,154-\$92,612 with a recruitment rate of \$72,768.

### **Pay Range Restructure**

This recommendation will completely restructure the pay ranges for Section 5: Paraprofessionals in the salary ordinance and the corresponding pay ranges in Section 9: Part-time and Intermittent. Below is a chart reflecting the new ranges for Section 5 so as to eliminate confusion:

2021 Pay Range and Rate	Current Pay Range and Rate	Recommended Pay Range and Rate					
2021 Pay Range and Rate	Current Pay Range and Rate	Recommended Pay Range and Rate					
5AN: \$29,782 - \$35,902	5AN: \$33,110-\$38,100	5AN: \$40,826-\$51,032					
5BN: \$30,530 - \$37,456	5BN: \$33,110-\$39,749	5BN: \$42,867-\$53,584					
5CN: \$34,067 - \$40,688	5CN: \$36,152-\$43,178	5CN: \$45,011-\$56,264					
5DN: \$36,252 - \$42,916	5DN: \$38,471-\$45,543	5DN: \$47,261-\$59,076					
5EN: \$40,501 - \$46,724	5EN: \$42,980-\$49,583	5EN: \$49,139-\$61,424					
5FN: \$40,516 - \$48,248	5FN: \$42,996-\$51,201	5FN: \$51,596-\$64,495					
5GN: \$41,610 - \$49,946	5GN: \$44,157-\$53,003	5GN: \$53,351-\$66,689					
5HN: \$45,013 - \$51,408	5HN: \$47,768-\$54,555	5HN: \$55,728-\$69,660					
5IN: \$46,347 - \$54,669	5IN: \$49,184-\$58,015	5IN: \$57,620-\$72,025					
5JN: \$47,095 - \$57,144	5JN: \$49,977-\$60,642	5JN: \$60,036-\$75,045					
5KN: \$48,851 - \$59,323	5KN: \$58,014-\$71,349	5KN: \$63,038-\$78,798					
_	5LN: \$66,716-\$82,051	5LN: \$65,408-\$81,760					
_	5MN: \$53,006-\$64,316	5MN: \$68,678-\$85,847					
	5NN: \$56,218-\$68,214						

<sup>\*</sup>Note: Residents receive a rate that is 3% higher.

Footnotes for these titles will remain the same unless footnoted assignment rates were rolled into the title's new recruitment rates. We are also recommending that titles classified as Skilled Crafts in pay ranges 5EN – 5MN may be authorized at any rate in the pay range with the approval of the Department of Employee Relations.

Action Required - Effective Pay Period 6, 2024 (March 3<sup>rd</sup>, 2024)

\* See addendum included in CCFN 231616 for Salary and Position Ordinance changes.

Prepared by:

Sarah Wangerin, Human Resources Representative

Reviewed by:

Andrea Knickerbocker, Human Resources Manager

Reviewed by:

Harper Donahue IV, Employee Relations Director



# **City of Milwaukee Fiscal Impact Statement**

*100000	Date	2/23/2024	File Number	231615		Original	Substitute									
Α	Subject	Communication from the Depa the Fire and Police Commission		f Employee Relations regarding the costs of classification reports hear bruary 15th, 2024.												
В	Submitted	By (Name/Title/Dept./Ext.)	Sarah Wangerin/ Human Resources Representative / Employee Relations													
	This File		es previously au	thorized expendit	ures.											
		Suspends expenditu	Suspends expenditure authority.													
		☐ Increases or decreases city services.														
		☐ Authorizes a department to administer a program affecting the city's fiscal liability.														
С		Increases or decreas	es revenue.													
		Requests an amendn	nent to the salary or positions ordinance.													
		Authorizes borrowing	g and related deb	t service.												
		Authorizes continger	t borrowing (aut	hority only).												
		Authorizes the exper	diture of funds r	ot authorized in a	idopted City Bu	udget.										
					<b>.</b>											
	Charge To				Contingent Fu											
D		☐ Capital Projects Fund	i		Special Purpo		ts									
		☐ Debt Service		Ц	Grant & Aid A	ccounts										
		Other (Specify)														

	Purpose	Specify Type/Use	Expenditure	Revenue
	Salaries/Wages		\$0.00	\$0.00
			\$0.00	\$0.00
	Supplies/Materials		\$0.00	\$0.00
			\$0.00	\$0.00
E	Equipment		\$0.00	\$0.00
			\$0.00	\$0.00
	Services		\$0.00	\$0.00
			\$0.00	\$0.00
	Other		\$0.00	\$0.00
			\$0.00	\$0.00
	TOTALS		\$ 0.00	\$ 0.00

F	Assumptions used in arriving at fiscal estimate.	\$2,881,032. Please see attached spreadsheet for details. Cost breakdown is in attached spreadsheet.
G	For expenditures and revenues which will occur below and then list each item and dollar amount  1-3 Years 3-5 Years 1-3 Years 3-5 Years 1-3 Years 3-5 Years	on an annual basis over several years check the appropriate box separately.
Н	List any costs not included in Sections D and E a	above.
ı	Additional information.	

This Note

■ Was requested by committee chair.

Fire and Police Commission Meeting of February 15, 2024 Finance and Personnel Committee Meeting of February 23, 2024

#### NEW COSTS FOR 2024

	NEW COSTS FOR 2024												
							CURRENT	NEW					
	Pos.	Dept	From	PR	То	PR	Annual	Annual	EffPP	Costs	Rollup	Rollup+ Sal	% Inc
_	Underfill title	DEC	911 Dispatcher	5IN	911 Dispatcher	5LN	\$66.716	\$66,716	6	N/A Underfill	Title	•	
	Underfill title	DEC	911 Telecommunicator	5IN	911 Telecommunicator	5HN	\$58.014	\$58,014	6	N/A Underfill			
	1	DEC	Emergency Communications Administrative Assistant III	5FN	Administrative Assistant III	5IN	\$52.737	\$59,348	6	\$5.340	\$1,092	\$6,432	12.54%
1/	1	DEC		5IN			, .				\$1,092		22.73%
Vacant	1		Emergency Communications Administrative Assistant IV		Administrative Assistant IV	5JN	\$50,704	\$62,229	6	\$9,309		\$11,212	
	1	DEC	Emergency Communications Administrative Support Specialist	2DN	Administrative Support Specialist	2EN	\$65,034	\$60,168	6		tecruitment R		0.00%
	1	DEC	Emergency Communications Financial Services Assistant	5IN	Management Accountant - Senior	2JX	\$59,756	\$74,951	6	\$12,273	\$1,718	\$13,991	25.43%
	1	DEC	Emergency Communications Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$57,742	\$64,096	6	\$5,132	\$1,049	\$6,181	11.00%
	Underfill title	DEC	Emergency Communications Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$51,392	\$62,229	6	N/A Underfill	Title		
	Underfill title	DEC	Emergency Communications Officer I	5GN	Emergency Communications Officer I	5CN	\$45,977	\$45,977	6	N/A Underfill	Title		
	Underfill title	DEC	Emergency Communications Officer II	5KN	Emergency Communications Officer II	5IN	\$58,014	\$58,014	6	N/A Underfill			
	Underfill title	DEC	Emergency Communications Officer III	5LN	Emergency Communications Officer III	5LN	\$66,716	\$66,716	6	N/A Underfill			
1/		DEC		5LN 5LN	Emergency Communications Officer IV	5MN	\$70,052						
Vacant	24		Emergency Communications Officer IV					\$70,052	6		ige change oi		
	160	DEC	Emergency Communications Officer IV	5LN	Emergency Communications Officer IV	5MN	\$70,052	\$70,052	6		ige change oi		
	1	Fire Dept	Administrative Services Coordinator	5JN	Administrative Services Coordinator	5KN	\$63,085	\$66,854	6	\$3,044	\$622	\$3,666	5.97%
	1	Fire Dept	Fire Business Services Specialist	5ON	Fire Business Services Specialist	5JN	\$64,907	\$64,096	6	N/A Above F	ecruitment R	ate	0.00%
	2	Fire Dept	Fire Business Services Specialist	5ON	Fire Business Services Specialist	5JN	\$70,697	\$64,737	6	N/A Above F	ecruitment R	ate	0.00%
Vacant	7	Fire Dept	Fire Cadet	6BN	Fire Cadet	6AN	\$33,110	\$33,110	6	N/A Pav Rar	ige change oi	nlv	
	45	Fire Dept	Fire Cadet	6BN	Fire Cadet	6AN	\$33,110	\$33,110	6		ige change oi		
Vacant	1	Fire Dept	Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$51.392	\$62,229	6	\$8.753	\$1,790	, \$10.543	21.09%
vacant	1	Fire Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$34,103	\$42,051	6	\$6,419	\$1,313	\$7,732	23.31%
1/	•												
Vacant	1	Fire Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$36,842	\$44,909	6	\$6,516	\$1,332	\$7,848	21.90%
Vacant	1	Fire Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$40,146	\$49,399	6	\$7,474	\$1,528	\$9,002	23.05%
	1	Fire Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$44,294	\$49,893	6	\$4,523	\$925	\$5,447	12.64%
	1	Fire Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$40,146	\$49,399	6	\$7,474	\$1,528	\$9,002	23.05%
	1	Fire Dept	Office Coordinator	5EN	Office Coordinator	5GN	\$43,426	\$53,884	6	\$8,447	\$1,727	\$10,175	24.08%
	1	Fire Dept	Office Coordinator II	5EN	Office Coordinator II	5GN	\$44,466	\$55,195	6	\$8,665	\$1,772	\$10,437	24.13%
Underfill	1	Fire Dept	Payroll Assistant 1	5NN	Payroll Assistant 1	5GN	\$62,272	\$56,611	6		ecruitment R		0.00%
Ondoniii	1	Fire Dept	Program Assistant II	5NN	Program Assistant II	5IN	\$51,713	\$58,196	6	\$5,236	\$1,071	\$6,307	12.54%
\/	1		Accounting Assistant I	6GN	Accounting Assistant I	6HN	\$41,951	\$46,256	6	\$3,477	\$7,071	\$4,188	10.26%
Vacant	•	Police Dept											
Vacant	1	Police Dept	Accounting Assistant II	6HN	Accounting Assistant II	6KN	\$43,580	\$49,139	6	\$4,490	\$918	\$5,408	12.75%
Vacant	2	Police Dept	Accounting Coordinator I	2DN	Accounting Coordinator I	2EN	\$51,392	\$58,438	6	\$11,382	\$2,328	\$13,710	13.71%
	1	Police Dept	Administrative Assistant I	6GN	Administrative Assistant I	6HN	\$41,506	\$48,120	6	\$5,342	\$1,093	\$6,435	15.94%
	1	Police Dept	Administrative Assistant I	6GN	Administrative Assistant I	6HN	\$39,625	\$47,644	6	\$6,477	\$1,324	\$7,801	20.24%
Vacant	1	Police Dept	Administrative Assistant III	5FN	Administrative Assistant III	5IN	\$46,045	\$57,620	6	\$9,349	\$1,912	\$11,260	25.14%
	1	Police Dept	Administrative Assistant III	5FN	Administrative Assistant III	5IN	\$45.143	\$57.620	6	\$10,078	\$2.061	\$12,139	27.64%
	1	Police Dept	Administrative Assistant III	5FN	Administrative Assistant III	5IN	\$46,497	\$59,348	6	\$10,380	\$2,123	\$12,503	27.64%
	3	Police Dept	Administrative Assistant III	5FN	Administrative Assistant III	5IN	\$46,962	\$59,942	6	\$31.452	\$6.432	\$37.884	27.64%
\/	-						\$50.704		-				22.73%
Vacant	1	Police Dept	Administrative Assistant IV	5IN	Administrative Assistant IV	5JN	, .	\$62,229	6	\$9,309	\$1,904	\$11,212	
	1	Police Dept	Administrative Assistant IV	5IN	Administrative Assistant IV	5JN	\$52,747	\$64,737	6	\$9,684	\$1,980	\$11,664	22.73%
Vacant	16	Police Dept	Community Service Officer	5EN	Community Service Officer	5HN	\$41,937	\$55,842	6	\$179,700	\$36,749	\$216,448	33.16%
	1	Police Dept	Community Service Officer	5EN	Community Service Officer	5HN	\$43,627	\$58,092	6	\$11,684	\$2,389	\$14,073	33.16%
	2	Police Dept	Community Service Officer	5EN	Community Service Officer	5HN	\$41,937	\$55,842	6	\$22,462	\$4,594	\$27,056	33.16%
	6	Police Dept	Community Service Officer	5EN	Community Service Officer	5HN	\$43,195	\$57,517	6	\$69,408	\$14,194	\$83,602	33.16%
	1	Police Dept	Forensic Identification Processor	5DN	Forensic Identification Processor	5DN	\$46,962	\$53,245	6	\$5,075	\$1,038	\$6,113	13.38%
	1	Police Dept	Forensic Identification Processor	5DN	Forensic Identification Processor	5DN	\$46,635	\$53,245	6	\$5,339	\$1,092	\$6,431	14.17%
	1	Police Dept	Forensic Identification Processor	5DN	Forensic Identification Processor	5DN	\$44,499	\$53,245	6	\$7,064	\$1,445	\$8,508	19.65%
	2	Police Dept	Forensic Identification Processor	5DN	Forensic Identification Processor	5DN	\$41,988	\$51,182	6	\$14,852	\$3,037	\$17,889	21.90%
	1			1AX			\$51,649	\$62,959	6	\$9,135	\$1,279	\$10,414	21.90%
	!	Police Dept	Forensic Processor Supervisor		Forensic Processor Supervisor	1BX							
	1	Police Dept	Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$58,809	\$64,737	6	\$4,787	\$979	\$5,767	10.08%
	1	Police Dept	Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$57,205	\$64,737	6	\$6,083	\$1,244	\$7,327	13.17%
Vacant	1	Police Dept	Mail Processor	6FN	Mail Processor	6DN	\$33,110	\$40,826	6	\$6,232	\$1,274	\$7,507	23.30%
	1	Police Dept	Mail Processor	6FN	Mail Processor	6DN	\$42,101	\$42,471	6	\$299	\$61	\$360	0.88%
Vacant	34	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$33,110	\$40,826	6	\$211,894	\$43,332	\$255,226	23.30%
	1	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$39,265	\$42,051	6	\$2,250	\$460	\$2,711	7.10%
	1	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$39.657	\$42.471	6	\$2,273	\$465	\$2,738	7.10%
	1	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$38.670	\$42,471	6	\$3,071	\$628	\$3,698	9.83%
	1	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$36,398	\$41,234	6	\$3,906	\$799	\$3,096 \$4,705	13.29%
	<u> </u>												
	5	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$34,103	\$42,051	6	\$32,097	\$6,564	\$38,661	23.31%
Vacant	12	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$36,842	\$44,909	6	\$78,191	\$15,990	\$94,181	21.90%
	1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$41,979	\$46,256	6	\$3,455	\$706	\$4,161	10.19%
	1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$42,399	\$46,719	6	\$3,489	\$713	\$4,202	10.19%
	1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$41,640	\$46,719	6	\$4,102	\$839	\$4,941	12.20%
	1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$41,360	\$46,719	6	\$4,329	\$885	\$5,214	12.96%
	1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$39,529	\$46,719	6	\$5,807	\$1,188	\$6,995	18.19%
	•	. 555 Dopt	SSS / ISSISTANT III	J. 14	SS. Abdiotalit III	00.4	400,0 <u>2</u> 0	ψ.5,115	•	40,007	ψ.,100	40,000	

1														
Police Dept		1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$37,947	\$46,256	6	\$6,711	\$1,372	\$8,084	21.90%
Polico Dept		1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$38,327	\$46,719	6	\$6,778	\$1,386	\$8,164	21.90%
Propos Died		2	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$36,842	\$44,909	6	\$13,032	\$2,665	\$15,697	21.90%
Police Dept	Vacant	1	Police Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$40,146	\$49,399	6	\$7,474	\$1,528	\$9,002	23.05%
1   Police Dept		1	Police Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$44,683	\$49,893	6	\$4,208	\$861	\$5,069	11.66%
Police Digit		1	Police Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$45,410	\$51.390	6	\$4.830	\$988	\$5.818	13.17%
1   Police Dept		1								6				
Police Dept		1							,	-		. ,		
Pulled Register   Pulled Dept		1												
Underfill   1   Police Dept   Payroll Assistant   SNN   Payroll Assistant   SNN   Se2.272   S88.611   6   N/A Above Recruitment Rate   0.00%   Control   1   Police Dept   Payroll Clerk 3   Control   Contr		1	•							-				
Underful   1	Underfill	1								-				
1   Police Dept		1								-				
Vacant   Ze	Ondernii	1								-				
Police Dept	11	•	•					,		-				0.00%
Vacant   1   Police Depit   Police District Administrative Assistant   6HN   Police Records Specialist   6HN   Po	vacant							,						
Police Dept														
Polico Dept	Vacant									-				
Police Dept		1												
Police Dept		1							,	-				
Police Dept   Police District Administrative Assistant   6HN   Police Records Manager   1DX   Police Records Specialist   6HN   Police		1												
Police Dept   Police District Administrative Assistant   6HN   Police Destrict Administrative Assistant   6HN   Police District Admin		1	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$39,748	\$49,399	-	\$7,795	\$1,594	\$9,389	24.28%
Vacant   1   Police Dept   Police Records Specialist   6FN   S44,948   \$45,358   6   \$331,40   \$13,20   \$12,720   \$25,890   \$25,890   \$10,990   \$10,		4	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$40,146	\$49,399	6	\$29,895	\$6,113	\$36,008	23.05%
Vacant   Police Dept   Police Records Manager   1DX   Police Records Manager   1EX   S58,223   \$74,838   6   \$13,420   \$13,79   \$15,298   \$26,549   \$10,4647   1   Police Dept   Police Records Specialist   6FN   Police Records Specialist   6FN   \$36,842   \$44,909   6   \$5,516   \$13,322   \$7,848   \$21,90%   \$10,4647   \$1   Police Dept   Police Records Specialist   6FN   Police Records Specialist   6FN   \$35,842   \$44,909   6   \$5,516   \$13,322   \$7,848   \$21,90%   \$10,4647   \$1   Police Dept   Police Records Specialist   6FN   Police Records Specialist   6FN   \$37,947   \$46,256   6   \$33,556   \$86,28   \$40,418   \$10,4647   \$10,464		7	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$41,350	\$50,881	6	\$53,887	\$11,020	\$64,907	23.05%
Underfill   1   Police Dept   Police Records Specialist   6FN   Sa6,842   \$44,909   6 \$8,516   \$8,335   \$8,882   \$90   0.91%		8	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$41,763	\$51,390	6	\$62,201	\$12,720	\$74,922	23.05%
Underfill   1	Vacant	1	Police Dept	Police Records Manager	1DX	Police Records Manager	1EX	\$58,223	\$74,838	6	\$13,420	\$1,879	\$15,298	28.54%
Underfill   1	Underfill	1	Police Dept	Police Records Specialist I	6FN	Police Records Specialist I	6FN	\$44,948	\$45,358	6	\$331	\$68	\$399	0.91%
Underfill   1	Underfill	1	Police Dept	Police Records Specialist I	6FN	Police Records Specialist I	6FN	\$36.842	\$44.909	6	\$6.516	\$1.332	\$7.848	21.90%
Underfill   1		5								6				
Vacant		1	•							6				
Police Dept		5												
Police Dept	rasant	-								-			,	
Police Dept		•								-				
Police Dept			•					, .						
Vacant		_								-		. ,		
Police Dept	Vacant	-		•		·				-				
Police Dept	Vacant	10	•					,		-			,	
Police Dept		1												
Vacant   1		1						,		-				
Vacant   16		1								-				
Police Dept		1						,						
Police Dept	Vacant	16								-				
Police Dept		1								-	. ,			
Police Dept		1												
Police Dept		1	•							-				
Police Dept		1								-				
Police Dept		1								-				
Police Dept		1	Police Dept											
1 Police Dept Police Services Specialist-Investigator 5EN Police Services Specialist-Investigator 5GN \$43,195 \$54,952 6 \$9,496 \$1,942 \$11,438 27.22% Police Dept Police Services Specialist-Investigator 5GN \$41,937 \$53,351 6 \$27,658 \$5,656 \$33,314 27.22% Police Dept Police Services Specialist-Investigator (0.5 FTE) 5GN \$46,297 \$55,501 6 \$3,717 \$760 \$4,477 19.88% Police Dept Police Dept Police Services Specialist-Investigator (0.5 FTE) 5GN \$46,297 \$55,501 6 \$3,717 \$760 \$4,477 19.88% Police Dept Police Dept Police Services Specialist-Investigator (0.5 FTE) 5GN \$46,297 \$55,501 6 \$3,717 \$760 \$4,477 19.88% Police Dept Police Dept Police Services Specialist-Investigator (0.5 FTE) 5GN \$46,297 \$55,501 6 \$3,717 \$760 \$4,477 19.88% Police Dept Police Dept Police Services Specialist-Investigator (0.5 FTE) 5GN \$46,297 \$55,501 6 \$4,084 \$835 \$4,919 22.28% Police Dept Police Dept Police Services Specialist-Investigator (0.5 FTE) 5GN \$41,937 \$53,351 6 \$18,438 \$3,771 \$22,209 27.22% Police Dept Police Dept Police Services Specialist-Investigator (0.5 FTE) 5GN \$41,937 \$53,351 6 \$18,438 \$3,771 \$22,209 27.22% Police Dept Police Dept Police Services Specialist-Investigator (0.8 FTE) 5GN \$41,937 \$53,351 6 \$14,751 \$3,017 \$767 27.22% Police Dept Police Dept Police Dept Police Services Specialist-Investigator (0.8 FTE) 5GN \$41,937 \$53,351 6 \$14,751 \$3,017 \$17,67 27.22% Police Dept Police Dept Police Dept Police Services Specialist-Investigator (0.8 FTE) 5GN \$41,937 \$53,351 6 \$14,751 \$3,017 \$17,67 27.22% Police Dept Police Dept Police Dept Police Services Specialist-Investigator (0.8 FTE) 5GN \$41,937 \$53,351 6 \$14,751 \$3,017 \$17,67 27.22% Police Dept Police Dept Police Dept Police Dept Police Services Specialist-Investigator (0.8 FTE) 5GN \$41,937 \$53,351 6 \$14,751 \$3,017 \$17,67 27.22% Police Dept Police Dept Police Dept Police Services Specialist-Investigator (0.8 FTE) 5GN \$41,937 \$53,351 6 \$41,937 \$53,351 6 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,937 \$41,93		1	Police Dept	Police Services Specialist-Investigator		Police Services Specialist-Investigator				-		\$1,801	\$10,609	
Police Dept   Police Services Specialist-Investigator   SEN   SE		1	Police Dept	Police Services Specialist-Investigator		Police Services Specialist-Investigator	5GN	\$44,269	\$55,501	•	\$9,072	\$1,855	\$10,927	
1 Police Dept Police Services Specialist-Investigator (0.5 FTE) 5EN Police Services Specialist-Investigator (0.5 FTE) 5GN \$46,297 \$55,501 6 \$3,717 \$760 \$4,477 19.88%   1 Police Dept Police Services Specialist-Investigator (0.5 FTE) 5EN Police Services Specialist-Investigator (0.5 FTE) 5GN \$45,389 \$55,501 6 \$4,084 \$835 \$4,919 22.28%   4 Police Dept Police Services Specialist-Investigator (0.5 FTE) 5EN Police Services Specialist-Investigator (0.5 FTE) 5GN \$41,937 \$53,351 6 \$18,438 \$3,771 \$22,209 27.22%   1 Police Dept Police Services Specialist-Investigator (0.8 FTE) 5EN Police Services Specialist-Investigator (0.8 FTE) 5GN \$42,980 \$53,884 6 \$7,046 \$1,441 \$8,487 25.37%   2 Police Dept Police Services Specialist-Investigator (0.8 FTE) 5EN Police Services Specialist-Investigator (0.8 FTE) 5GN \$41,937 \$53,351 6 \$14,751 \$3,017 \$17,767 27.27%   Vacant 1 Police Dept Program Assistant III 5IN Program Assistant III 5JN \$50,704 \$62,229 6 \$9,309 \$1,904 \$11,212 22.73%   1 Police Dept Teller 6HN Teller 6KN \$46,216 \$51,390 6 \$4,179 \$855 \$5,033 11.19%		1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$43,195	\$54,952	6	\$9,496	\$1,942	\$11,438	27.22%
Police Dept   Police Services Specialist-Investigator (0.5 FTE)   5EN   Police Services Specialist-Investigator (0.5 FTE)   5GN   \$45,389   \$55,501   6   \$4,084   \$835   \$4,919   22.28%		3	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$41,937	\$53,351	6	\$27,658	\$5,656	\$33,314	27.22%
Police Dept   Police Services Specialist-Investigator (0.5 FTE)   5EN   Police Services Specialist-Investigator (0.5 FTE)   5GN   \$41,937   \$53,351   6   \$18,438   \$3,771   \$22,209   27.22%		1	Police Dept	Police Services Specialist-Investigator (0.5 FTE)	5EN	Police Services Specialist-Investigator (0.5 FTE)	5GN	\$46,297	\$55,501	6	\$3,717	\$760	\$4,477	19.88%
Police Dept   Police Services Specialist-Investigator (0.5 FTE)   5EN   Police Services Specialist-Investigator (0.5 FTE)   5GN   \$41,937   \$53,351   6   \$18,438   \$3,771   \$22,209   27.22%		1	Police Dept	Police Services Specialist-Investigator (0.5 FTE)	5EN	Police Services Specialist-Investigator (0.5 FTE)	5GN	\$45,389	\$55.501	6	\$4.084	\$835	\$4.919	22.28%
1 Police Dept Police Services Specialist-Investigator (0.8 FTE) 5EN Police Services Specialist-Investigator (0.8 FTE) 5GN \$42,980 \$53,884 6 \$7,046 \$1,441 \$8,487 25.37% Police Dept Police Services Specialist-Investigator (0.8 FTE) 5GN \$41,937 \$53,351 6 \$14,751 \$3,017 \$17,767 27.22% Police Dept Program Assistant III 5IN Program Assistant III 5JN \$62,229 6 \$9,41,79 \$1,904 \$11,212 27.37% Police Dept Program Assistant III 5IN Teller 6KN \$40,216 \$51,390 6 \$41,79 \$855 \$5,033 11.19% Police Dept Program Assistant III 5IN Teller 6KN \$40,216 \$51,390 6 \$41,79 \$855 \$5,033 11.19% Police Dept Program Assistant III 5IN Teller 5KN \$40,216 \$51,390 6 \$41,79 \$855 \$5,033 11.19% Police Dept Program Assistant III 5KN Teller 5KN \$40,216 \$51,390 6 \$41,79 \$855 \$5,033 11.19% Police Dept Program Assistant III 5KN Teller 5KN \$40,216 \$41,79 \$41,7		4								6				
2 Police Dept Police Services Specialist-Investigator (0.8 FTE) 5EN Police Services Specialist-Investigator (0.8 FTE) 5GN \$41,937 \$53,351 6 \$14,751 \$3,017 \$17,767 27.22% Vacant 1 Police Dept Program Assistant III 5IN Program Assistant III 5JN \$50,704 \$62,229 6 \$9,309 \$1,904 \$11,212 22.73% 1 Police Dept Teller 6HN Teller 6KN \$46,216 \$51,390 6 \$4,179 \$855 \$5,033 11.19%		1	•											
Vacant         1         Police Dept         Program Assistant III         5IN         Program Assistant III         5JN         \$50,704         \$62,229         6         \$9,309         \$1,904         \$11,212         22.73%           1         Police Dept         Teller         6HN         Teller         6KN         \$46,216         \$51,390         6         \$4,179         \$855         \$5,033         11.19%		2								-				
1 Police Dept Teller 6HN Teller 6KN \$46,216 \$51,390 6 \$4,179 \$855 \$5,033 11.19%	Vacant	1	•							-			. , .	
		1								-				
\$1,504,420 \$052,501 \$\delta 2,520,501 \$10.42 \tau\$	_	537	1 olloo Bopt	101101	01111	10101	01111	ψ-10, <b>2</b> 10	ψο 1,000					
	_	551									ψ1,004,420	ψυυΣ,υυ1	Ψ2,020,001	10.72 /0

Assume effective date is Pay Period 6, 2024 (March 3rd, 2024) unless otherwise indicated. Note: Totals may not be to the exact dollar due to rounding.

#### NEW COSTS FOR FULL YEAR

Pos.	Dept	From	PR	То	PR	Annual	Annual	EffPP	Costs	Rollup	Rollup+ Sal	% Inc
Underfill title	DEC	911 Dispatcher	5IN	911 Dispatcher	5LN	\$66,716	\$66,716	1	N/A Underfill	Title		
Underfill title	DEC	911 Telecommunicator	5IN	911 Telecommunicator	5HN	\$58,014	\$58,014	1	N/A Underfill	Title		
1	DEC	Emergency Communications Administrative Assistant III	5FN	Administrative Assistant III	5IN	\$52,737	\$59,348	1	\$6,611	\$1,352	\$7,963	12.54%
1	DEC	Emergency Communications Administrative Assistant IV	5IN	Administrative Assistant IV	5JN	\$50,704	\$62,229	1	\$11,525	\$2,357	\$13,882	22.73%
1	DEC	Emergency Communications Administrative Support Specialist	2DN	Administrative Support Specialist	2EN	\$65,034	\$60,168	1	N/A Above R	ecruitment R	kate .	0.00%
1	DEC	Emergency Communications Financial Services Assistant	5IN	Management Accountant - Senior	2JX	\$59,756	\$74,951	1	\$15,195	\$2,127	\$17,323	25.43%
1	DEC	Emergency Communications Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$57,742	\$64,096	1	\$6,354	\$1,299	\$7,653	11.00%
Underfill title	DEC	Emergency Communications Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$51,392	\$62,229	1	N/A Underfill	Title		
Underfill title	DEC	Emergency Communications Officer I	5GN	Emergency Communications Officer I	5CN	\$45,977	\$45,977	1	N/A Underfill	Title		

Underfill title	DEC	Emergency Communications Officer II	5KN	Emergency Communications Officer II	5IN	\$58,014	\$58,014	1	N/A Underfill	Title		
Underfill title	DEC	Emergency Communications Officer III	5LN	Emergency Communications Officer III	5LN	\$66,716	\$66,716	1				
24	DEC	Emergency Communications Officer IV	5LN	Emergency Communications Officer IV	5MN	\$70,052	\$70,052	1		ge change on		
160 1	DEC Fire Dept	Emergency Communications Officer IV Administrative Services Coordinator	5LN 5JN	Emergency Communications Officer IV Administrative Services Coordinator	5MN 5KN	\$70,052 \$63,085	\$70,052 \$66,854	1 1	N/A Pay Ran \$3,768	ge change on \$771	y \$4,539	5.97%
1	Fire Dept	Fire Business Services Specialist	50N	Fire Business Services Specialist	5JN	\$64,907	\$64,096	1		وcruitment Ra		0.00%
2	Fire Dept	Fire Business Services Specialist	5ON	Fire Business Services Specialist	5JN	\$70,697	\$64,737	1		ecruitment Ra		0.00%
7	Fire Dept	Fire Cadet	6BN	Fire Cadet	6AN	\$33,110	\$33,110	1		ge change on		
45	Fire Dept	Fire Cadet	6BN	Fire Cadet	6AN	\$33,110	\$33,110	1		ge change on		
1	Fire Dept	Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$51,392	\$62,229	1	\$10,837	\$2,216	\$13,053	21.09%
1	Fire Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$34,103	\$42,051	1	\$7,948	\$1,625	\$9,573	23.31%
1	Fire Dept Fire Dept	Office Assistant III Office Assistant IV	6FN 6HN	Office Assistant III Office Assistant IV	6GN 6KN	\$36,842 \$40,146	\$44,909 \$49,399	1 1	\$8,067 \$9,253	\$1,650 \$1,892	\$9,717 \$11,145	21.90% 23.05%
1	Fire Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$40,140	\$49,893	1	\$5,599	\$1,092	\$6,745	12.64%
1	Fire Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$40,146	\$49,399	1	\$9,253	\$1,892	\$11,145	23.05%
1	Fire Dept	Office Coordinator	5EN	Office Coordinator	5GN	\$43,426	\$53,884	1	\$10,458	\$2,139	\$12,597	24.08%
1	Fire Dept	Office Coordinator II	5EN	Office Coordinator II	5GN	\$44,466	\$55,195	1	\$10,728	\$2,194	\$12,922	24.13%
1	Fire Dept	Payroll Assistant 1	5NN	Payroll Assistant 1	5GN	\$62,272	\$56,611	1		ecruitment Ra		0.00%
1	Fire Dept	Program Assistant II	5NN	Program Assistant II	5IN	\$51,713	\$58,196	1	\$6,483	\$1,326	\$7,808	12.54%
1	Police Dept Police Dept	Accounting Assistant I Accounting Assistant II	6GN 6HN	Accounting Assistant I Accounting Assistant II	6HN 6KN	\$41,951 \$43,580	\$46,256 \$49,139	1 1	\$4,305 \$5,559	\$880 \$1,137	\$5,185 \$6,695	10.26% 12.75%
2	Police Dept	Accounting Assistant II	2DN	Accounting Assistant II	2EN	\$51,392	\$58,438	1	\$14,093	\$2,882	\$16,974	13.71%
1	Police Dept	Administrative Assistant I	6GN	Administrative Assistant I	6HN	\$41,506	\$48,120	1	\$6,615	\$1,353	\$7,967	15.94%
1	Police Dept	Administrative Assistant I	6GN	Administrative Assistant I	6HN	\$39,625	\$47,644	1	\$8,019	\$1,640	\$9,658	20.24%
1	Police Dept	Administrative Assistant III	5FN	Administrative Assistant III	5IN	\$46,045	\$57,620	1	\$11,574	\$2,367	\$13,941	25.14%
1	Police Dept	Administrative Assistant III	5FN	Administrative Assistant III	5IN	\$45,143	\$57,620	1	\$12,477	\$2,552	\$15,029	27.64%
1	Police Dept	Administrative Assistant III	5FN	Administrative Assistant III	5IN	\$46,497	\$59,348	1	\$12,852	\$2,628	\$15,480	27.64%
3 1	Police Dept Police Dept	Administrative Assistant III Administrative Assistant IV	5FN 5IN	Administrative Assistant III Administrative Assistant IV	5IN 5JN	\$46,962 \$50,704	\$59,942 \$62,229	1 1	\$38,940 \$11,525	\$7,963 \$2,357	\$46,904 \$13,882	27.64% 22.73%
1	Police Dept	Administrative Assistant IV	5IN	Administrative Assistant IV	5JN	\$50,704	\$64,737	1	\$11,989	\$2,452	\$14,441	22.73%
16	Police Dept	Community Service Officer	5EN	Community Service Officer	5HN	\$41,937	\$55,842	1	\$222,485	\$45,498	\$267,983	33.16%
1	Police Dept	Community Service Officer	5EN	Community Service Officer	5HN	\$43,627	\$58,092	1	\$14,466	\$2,958	\$17,424	33.16%
2	Police Dept	Community Service Officer	5EN	Community Service Officer	5HN	\$41,937	\$55,842	1	\$27,811	\$5,687	\$33,498	33.16%
6	Police Dept	Community Service Officer	5EN	Community Service Officer	5HN	\$43,195	\$57,517	1	\$85,934	\$17,574	\$103,508	33.16%
1	Police Dept	Forensic Identification Processor Forensic Identification Processor	5DN 5DN	Forensic Identification Processor Forensic Identification Processor	5DN 5DN	\$46,962 \$46,635	\$53,245	1	\$6,283 \$6,610	\$1,285	\$7,568	13.38% 14.17%
1	Police Dept Police Dept	Forensic Identification Processor	5DN 5DN	Forensic Identification Processor	5DN 5DN	\$44,499	\$53,245 \$53,245	1 1	\$8,745	\$1,352 \$1,788	\$7,962 \$10,534	19.65%
2	Police Dept	Forensic Identification Processor	5DN	Forensic Identification Processor	5DN	\$41,988	\$51,182	1	\$18,388	\$3,760	\$22,149	21.90%
1	Police Dept	Forensic Processor Supervisor	1AX	Forensic Processor Supervisor	1BX	\$51,649	\$62,959	1	\$11,310	\$1,583	\$12,893	21.90%
1	Police Dept	Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$58,809	\$64,737	1	\$5,927	\$1,212	\$7,139	10.08%
1	Police Dept	Human Resources Assistant	5IN	Human Resources Assistant	5JN	\$57,205	\$64,737	1	\$7,531	\$1,540	\$9,071	13.17%
1	Police Dept	Mail Processor	6FN	Mail Processor	6DN	\$33,110	\$40,826	1	\$7,716	\$1,578	\$9,294	23.30%
1 34	Police Dept Police Dept	Mail Processor Office Assistant II	6FN 6EN	Mail Processor Office Assistant II	6DN 6DN	\$42,101 \$33,110	\$42,471 \$40,826	1	\$370 \$262,345	\$76 \$53,649	\$446 \$315,994	0.88% 23.30%
1	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$39,265	\$40,620 \$42,051	1	\$2,786	\$570	\$3,356	7.10%
1	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$39,657	\$42,471	1	\$2,814	\$575	\$3,389	7.10%
1	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$38,670	\$42,471	1	\$3,802	\$777	\$4,579	9.83%
1	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$36,398	\$41,234	1	\$4,836	\$989	\$5,825	13.29%
5	Police Dept	Office Assistant II	6EN	Office Assistant II	6DN	\$34,103	\$42,051	1	\$39,740	\$8,127	\$47,866	23.31%
12	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$36,842	\$44,909	1	\$96,807	\$19,797	\$116,604	21.90%
1	Police Dept Police Dept	Office Assistant III Office Assistant III	6FN 6FN	Office Assistant III Office Assistant III	6GN 6GN	\$41,979 \$42,399	\$46,256 \$46,719	1	\$4,277 \$4,319	\$875 \$883	\$5,152 \$5,203	10.19% 10.19%
1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$41,640	\$46,719	1	\$5,079	\$1,039	\$6,118	12.20%
1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$41,360	\$46,719	1	\$5,359	\$1,096	\$6,455	12.96%
1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$39,529	\$46,719	1	\$7,190	\$1,470	\$8,660	18.19%
1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$37,947	\$46,256	1	\$8,309	\$1,699	\$10,008	21.90%
1	Police Dept	Office Assistant III	6FN	Office Assistant III	6GN	\$38,327	\$46,719	1	\$8,392	\$1,716	\$10,108	21.90%
2 1	Police Dept	Office Assistant III	6FN 6HN	Office Assistant III	6GN	\$36,842	\$44,909	1	\$16,135	\$3,300	\$19,434	21.90%
1	Police Dept Police Dept	Office Assistant IV Office Assistant IV	6HN	Office Assistant IV Office Assistant IV	6KN 6KN	\$40,146 \$44,683	\$49,399 \$49,893	1	\$9,253 \$5,210	\$1,892 \$1,065	\$11,145 \$6,275	23.05% 11.66%
1	Police Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$45,410	\$51,390	i	\$5,980	\$1,223	\$7,203	13.17%
1	Police Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$43,676	\$51,390	1	\$7,714	\$1,577	\$9,291	17.66%
1	Police Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$40,958	\$49,893	1	\$8,935	\$1,827	\$10,762	21.81%
1	Police Dept	Office Assistant IV	6HN	Office Assistant IV	6KN	\$41,763	\$51,390	1	\$9,626	\$1,969	\$11,595	23.05%
1	Police Dept	Office Supervisor II	2CN	Office Supervisor II	2DN	\$51,499	\$57,259	1	\$5,760	\$1,178	\$6,938	11.19%
1	Police Dept	Payroll Assistant 1	5NN 6ON	Payroll Clark 1	5NN 6ON	\$62,272	\$56,611	1		ecruitment Ra ecruitment Ra		0.00%
1	Police Dept Police Dept	Payroll Clerk 1 Payroll Clerk 3	6ON 6ON	Payroll Clerk 1 Payroll Clerk 3	6ON 6LN	\$50,993 \$59,486	\$48,565 \$54,078	1 1		ecruitment Ra ecruitment Ra		0.00% 0.00%
25	Police Dept	Payron Clerk 3 Police Aide	6BN	Police Aide	6AN	\$33,110	\$34,076 \$33,110	1		ge change on		0.0070
7	Police Dept	Police Aide	6BN	Police Aide	6AN	\$33,110	\$33,110	1		ge change on		
31	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$40,146	\$49,399	1	\$286,847	\$58,660	\$345,508	23.05%
1	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$41,935	\$49,893	1	\$7,958	\$1,627	\$9,585	18.98%

1	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$43,193	\$51,390	1	\$8,197	\$1,676	\$9,873	18.98%
1	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$42,255	\$51,390	1	\$9,135	\$1,868	\$11,003	21.62%
1	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$39,748	\$49,399	1	\$9,651	\$1,974	\$11,624	24.28%
4	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$40,146	\$49,399	1	\$37,013	\$7,569	\$44,582	23.05%
7	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$41,350	\$50,881	1	\$66,718	\$13,644	\$80,361	23.05%
8	Police Dept	Police District Administrative Assistant	6HN	Police District Administrative Assistant	6KN	\$41,763	\$51,390	1	\$77,011	\$15,749	\$92,760	23.05%
1	Police Dept	Police Records Manager	1DX	Police Records Manager	1EX	\$58,223	\$74,838	1	\$16,615	\$2,326	\$18,941	28.54%
1	Police Dept	Police Records Specialist I	6FN	Police Records Specialist I	6FN	\$44,948	\$45,358	1	\$410	\$84	\$494	0.91%
1	Police Dept	Police Records Specialist I	6FN	Police Records Specialist I	6FN	\$36,842	\$44,909	1	\$8,067	\$1,650	\$9,717	21.90%
5	Police Dept	Police Records Specialist I	6FN	Police Records Specialist I	6FN	\$37,947	\$46,256	1	\$41,545	\$8,496	\$50,041	21.90%
1	Police Dept	Police Records Specialist II	5DN	Police Records Specialist II	5HN	\$45,427	\$57,974	1	\$12,547	\$2,566	\$15,113	27.62%
5	Police Dept	Police Records Specialist III	5EN	Police Records Specialist III	5IN	\$45,143	\$57,620	1	\$62,387	\$12,758	\$75,145	27.64%
1	Police Dept	Police Records Specialist III	5EN	Police Records Specialist III	5IN	\$48,840	\$59,942	1	\$11,102	\$2,270	\$13,372	22.73%
2	Police Dept	Police Records Specialist III	5EN	Police Records Specialist III	5IN	\$50,794	\$59,942	1	\$18,297	\$3,742	\$22,038	18.01%
2	Police Dept	Police Records Specialist III	5EN	Police Records Specialist III	5IN	\$46,962	\$59,942	1	\$25,960	\$5,309	\$31,269	27.64%
1	Police Dept	Police Records Supervisor	1AX	Police Records Supervisor	1CX	\$53,872	\$68,761	1	\$14,889	\$2,084	\$16,973	27.64%
15	Police Dept	Police Services Specialist	6AN	Police Services Specialist	6CN	\$33,110	\$38,849	1	\$86,085	\$17,604	\$103,689	17.33%
1	Police Dept	Police Services Specialist	6AN	Police Services Specialist	6CN	\$34,444	\$40,415	1	\$5,971	\$1,221	\$7,192	17.33%
1	Police Dept	Police Services Specialist (0.5 FTE)	6AN	Police Services Specialist (0.5 FTE)	6CN	\$33,110	\$38,849	1	\$2,870	\$587	\$3,456	17.33%
1	Police Dept	Police Services Specialist (0.5 FTE)	6AN	Police Services Specialist (0.5 FTE)	6CN	\$34,103	\$40,015	1	\$2,956	\$604	\$3,560	17.33%
1	Police Dept	Police Services Specialist (0.5 FTE)	6AN	Police Services Specialist (0.5 FTE)	6CN	\$34,444	\$40,415	1	\$2,985	\$611	\$3,596	17.33%
16	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$41,937	\$53,351	1	\$182,628	\$37,347	\$219,976	27.22%
1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$53,267	\$55,501	1	\$2,234	\$457	\$2,691	4.19%
1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$50,138	\$55,501	1	\$5,363	\$1,097	\$6,459	10.70%
1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$49,200	\$55,501	1	\$6,301	\$1,289	\$7,590	12.81%
1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$46,297	\$55,501	1	\$9,204	\$1,882	\$11,086	19.88%
1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$44,269	\$54,952	1	\$10,682	\$2,185	\$12,867	24.13%
1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$44,712	\$55,501	1	\$10,789	\$2,206	\$12,996	24.13%
1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$42,980	\$53,884	1	\$10,905	\$2,230	\$13,135	25.37%
1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$44,269	\$55,501	1	\$11,232	\$2,297	\$13,529	25.37%
1	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$43,195	\$54,952	1	\$11,757	\$2,404	\$14,161	27.22%
3	Police Dept	Police Services Specialist-Investigator	5EN	Police Services Specialist-Investigator	5GN	\$41,937	\$53,351	1	\$34,243	\$7,003	\$41,245	27.22%
1	Police Dept	Police Services Specialist-Investigator (0.5 FTE)	5EN	Police Services Specialist-Investigator (0.5 FTE)	5GN	\$46,297	\$55,501	1	\$4,602	\$941	\$5,543	19.88%
1	Police Dept	Police Services Specialist-Investigator (0.5 FTE)	5EN	Police Services Specialist-Investigator (0.5 FTE)	5GN	\$45,389	\$55,501	1	\$5,056	\$1,034	\$6,090	22.28%
4	Police Dept	Police Services Specialist-Investigator (0.5 FTE)	5EN	Police Services Specialist-Investigator (0.5 FTE)	5GN	\$41,937	\$53,351	1	\$22,829	\$4,668	\$27,497	27.22%
1	Police Dept	Police Services Specialist-Investigator (0.8 FTE)	5EN	Police Services Specialist-Investigator (0.8 FTE)	5GN	\$42,980	\$53,884	1	\$8,724	\$1,784	\$10,508	25.37%
2	Police Dept	Police Services Specialist-Investigator (0.8 FTE)	5EN	Police Services Specialist-Investigator (0.8 FTE)	5GN	\$41,937	\$53,351	1	\$18,263	\$3,735	\$21,998	27.22%
1	Police Dept	Program Assistant III	5IN	Program Assistant III	5JN	\$50,704	\$62,229	1	\$11,525	\$2,357	\$13,882	22.73%
1	Police Dept	Teller	6HN	Teller	6KN	\$46,216	\$51,390	1	\$5,173	\$1,058	\$6,231	11.19%
1	•			·			•		\$2,394,996	\$486,035	\$2,881,032	18.42%
			The state of the s	·					· ·		,	

Note: Totals may not be to the exact dollar due to rounding.