



Department of Employee Relations

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REVISED 11/13/2022

Job Evaluation Report

City Service Commission Meeting: November 15, 2022

Comptroller's Office

Current	Recommended
Functional Applications Manager PR 1IX (\$76,988 - \$107,782) (One Position)	Functional Applications Manager PR 1JX (\$82,051 - \$114,879) FN: Minimum Recruitment \$100,920 (One Position)
FMIS Project Manager PR 2LX (\$72,244 - \$101,137) (One Position)	FMIS Project Manager PR 2MX (\$76,988 - \$107,782) FN: Minimum Recruitment \$94,456 (One Position)
Functional Applications Analyst-Senior PR 2JX (\$63,585 - \$89,016) (One Position)	Functional Applications Analyst-Senior PR 2KX (\$67,763 - \$94,870) FN: Minimum Recruitment \$74,539 (One Position)
Functional Applications Analyst PR 2HX (\$55,965 - \$78,342) (Underfill Title)	Functional Applications Analyst PR 2JX (\$63,585 - \$89,016) FN: Minimum Recruitment \$69,943 (Underfill Title)
Comptroller Network Administrator PR 2IX (\$59,632 - \$83,481) (One Position)	Comptroller Network Administrator PR 2JX (\$63,585 - \$89,016) FN: Minimum Recruitment \$69,943 (One Position)
Financial Systems Analyst PR 2GX (\$52,498 - \$73,504) (One Position)	Financial Systems Analyst PR 2JX (\$63,585 - \$89,016) FN: Minimum Recruitment \$69,943 (One Position)

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

Background

This report aligns information technology positions with related financial positions in the Comptroller's office. Rates of pay for financial positions in the Comptroller's office changed with the previous city-wide report for business/financial and human resources titles throughout City government.

As with the previous studies the analysis and recommendation process 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.

This process also compared a classification's rate of pay to the cost of labor in Southeastern Wisconsin. The recommendations reallocate the rates of pay for classifications based upon a comparison to market

rates of pay. These reallocations are not reclassifications. 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.

Current	Recommended
Functional Applications Manager PR 1IX (\$76,988 - \$107,782) (One Position)	Functional Applications Manager PR 1JX (\$82,051 - \$114,879) FN: Minimum Recruitment \$100,920 (One Position)

This Functional Applications Manager leads the Financial Systems Support division of the Comptroller's Office. The position provides project management and application support for PeopleSoft Financials, Payroll and related interfaces. Responsibilities include managing open records data requests.

Current	Recommended
FMIS Project Manager PR 2LX (\$72,244 - \$101,137) (One Position)	FMIS Project Manager PR 2MX (\$76,988 - \$107,782) FN: Minimum Recruitment \$94,456 (One Position)

The FMIS Project Manager provides primary functional support for the overall operation of the PeopleSoft Financial application software for the City of Milwaukee including configuration, testing, reporting, and data analysis.

Current	Recommended
Functional Applications Analyst-Senior PR 2JX (\$63,585 - \$89,016) (One Position)	Functional Applications Analyst-Senior PR 2KX (\$67,763 - \$94,870) FN: Minimum Recruitment \$74,539 (One Position)
Functional Applications Analyst PR 2HX (\$55,965 - \$78,342) (Underfill Title)	Functional Applications Analyst PR 2JX (\$63,585 - \$89,016) FN: Minimum Recruitment \$69,943 (Underfill Title)

The Functional Applications Analyst-Senior provides system support to the Comptroller's Office's applications and network. Responsibilities include coordinating application support and transaction analysis of the PeopleSoft HRMS payroll system. Duties also involve providing programming support for open records requests. The Functional Applications Analyst title is an underfill title to the higher Senior title.

Current	Recommended
Comptroller Network Administrator PR 2IX (\$59,632 - \$83,481) (One Position)	Comptroller Network Administrator PR 2JX (\$63,585 - \$89,016) FN: Minimum Recruitment \$69,943 (One Position)

The Comptroller Network Administrator manages information technology projects for the Comptroller's Office. The position provides advanced-level network analysis and technical support. Responsibilities include strategic IT planning, equipment procurement, hardware and software implementation, IT project management and support for IT related resources.

Current	Recommended
Financial Systems Analyst PR 2GX (\$52,498 - \$73,504) (One Position)	Financial Systems Analyst PR 2JX (\$63,585 – \$89,016) FN: Minimum Recruitment \$69,943 (One Position)

The Financial Systems Analyst provides primary functional support for the overall operation of the Peoplesoft Financial Management Information System to City departments and staff.

Labor Market Comparisons

For positions in this report, comparisons were made to the labor market using the Economic Research Institute (ERI), a salary survey to which DER subscribes. The breadth of data shown below represents competitive rates of pay for a title comparable to the classifications listed above.

Systems Analyst Lead

Years of Experience	Base Salaries					Incentive					Total Cash				
	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile
6	92,680	101,611	113,048	124,641	135,874	3,302	3,623	4,026	4,453	4,858	95,982	105,234	117,074	129,094	140,732
5	89,352	97,967	109,033	120,251	131,170	3,095	3,397	3,778	4,179	4,562	92,447	101,364	112,811	124,430	135,732
4	85,889	94,169	104,839	115,658	126,221	2,892	3,174	3,530	3,907	4,267	88,781	97,343	108,369	119,565	130,488
3	82,324	90,251	100,500	110,899	121,080	2,691	2,954	3,286	3,638	3,975	85,015	93,205	103,786	114,537	125,055
2	78,692	86,254	96,062	106,020	115,798	2,496	2,740	3,046	3,374	3,689	81,188	88,994	99,108	109,394	119,487
1	75,034	82,222	91,574	101,070	110,432	2,306	2,531	2,814	3,119	3,410	77,340	84,753	94,388	104,189	113,842

Heads professional-level systems analysts engaged in the activities of solving computer problems and enabling computer technology to meet the needs of the organization. Oversees systems analysts in performing system studies to assist organization to realize maximum benefit from investments in equipment, personnel, and business processes. Assigns and coordinates work of systems analyst personnel, and aids management in other supervisory responsibilities as requested. Position is distinguished from a supervisor as position does not have full responsibility for recruiting, hiring, promotions, transfers, and disciplinary actions. Consults with managerial and systems analysis personnel to clarify program intent, identify problems, suggest changes, and determine extent of programming and coding required. Develops programs from workflow charts or diagrams, considering factors, such as computer storage capacity and speed, extent of peripheral equipment, and intended use of output data. Converts workflow charts to language that can be processed by computer. Enters program codes into computer. Enters test data into computer. Analyzes test runs on computer to correct or direct correction of coded program and input data. Revises or directs revision of existing programs to increase operating efficiency or adapt to new requirements. Compiles documentation of program development and subsequent revisions. Trains subordinates in programming and program coding. Prescribes standards for terms and symbols used to simplify interpretation of programs. Collaborates with computer manufacturers and other users to develop new programming methods. Prepares records and reports.

Systems Analyst Supervisor

Years of Experience	Base Salaries					Incentive					Total Cash				
	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile
6	86,757	95,121	105,892	116,812	127,466	4,181	4,590	5,103	5,648	6,168	90,938	99,711	110,995	122,460	133,634
5	84,153	92,262	102,728	113,344	123,723	3,991	4,381	4,873	5,395	5,893	88,144	96,643	107,601	118,739	129,616
4	81,500	89,346	99,495	109,796	119,886	3,804	4,174	4,644	5,142	5,619	85,304	93,520	104,139	114,938	125,505
3	78,812	86,386	96,209	106,182	115,973	3,618	3,971	4,416	4,891	5,347	82,430	90,357	100,625	111,073	121,320
2	76,101	83,400	92,885	102,518	112,003	3,436	3,769	4,193	4,645	5,078	79,537	87,169	97,078	107,163	117,081
1	73,384	80,402	89,544	98,828	107,997	3,256	3,573	3,973	4,402	4,814	76,640	83,975	93,517	103,230	112,811

Supervises employees engaged in systems analysis activities to solve computer problems and enable computer technology to meet individual needs of an organization. Analyzes and/or oversees analysis to improve return on investments in equipment, personnel, and business processes. Assigns, coordinates, and reviews work of systems analysis personnel. Activities supervised include, but are not limited to, developing programs from workflow charts

or diagrams; preparing flowcharts, specifications, and diagrams to be used for writing programs; entering program codes into computer; entering test data into computer; evaluating and analyzing existing and proposed data and procedures to design computer-based solutions to business problems; and analyzing test runs on computer. Consults with managerial and systems analysis personnel to clarify program intent, identify problems, suggest changes, and determine extent of programming and coding required. Revises or directs revision of existing programs to increase operating efficiency or adapt to new requirements. Compiles documentation of program development, and subsequent revisions. Prescribes standards for terms and symbols used to simplify interpretation of programs. Collaborates with computer manufacturers and other users to develop new programming methods. Prepares records and reports. May recruit, hire, train staff, evaluate employee performance, and recommend or initiate promotions, transfers, and disciplinary action.

IT Manager

Years of Experience	Base Salaries					Incentive					Total Cash				
	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile
6	83,654	91,087	100,750	110,419	119,978	5,282	5,757	6,359	6,993	7,605	88,936	96,844	107,109	117,412	127,583
5	81,016	88,211	97,580	106,950	116,232	5,082	5,539	6,119	6,730	7,319	86,098	93,750	103,699	113,680	123,551
4	78,349	85,300	94,368	103,432	112,427	4,881	5,321	5,878	6,465	7,034	83,230	90,621	100,246	109,897	119,461
3	75,658	82,363	91,124	99,873	108,575	4,681	5,103	5,637	6,201	6,748	80,339	87,466	96,761	106,074	115,323
2	72,952	79,408	87,857	96,286	104,688	4,484	4,886	5,399	5,939	6,463	77,436	84,294	93,256	102,225	111,151
1	70,242	76,446	84,581	92,684	100,780	4,288	4,672	5,161	5,678	6,180	74,530	81,118	89,742	98,362	106,960

Designs, develops, implements and manages an organization's information technology infrastructure, including computer application systems, computer and communication systems, network and related systems. Establishes and maintains information technology policies, procedures and standards. Manages all aspects of hardware and software inventory and procurement, including audits to ensure hardware and software comply with standards, policies and configuration guidelines; hardware and software maintenance; evaluation and purchase of new hardware and software; and negotiation with vendors for software licenses. Monitors information technology infrastructure and related system operations and assesses potential risks. Develops analytical and reporting tools, feasibility studies, and recommendations for enhancements to the information technology infrastructure and its supporting hardware and software. Implements recovery and backup procedures. Evaluates training requirements for current and new IT solutions, develops appropriate training materials, and provides staff training. Researches and evaluates new technology, techniques, threats and industry best practices to optimize efficiency and usability and minimize vulnerabilities. Prepares and oversees the department budget. Recruits, interviews, hires, trains, develops and evaluates information technology staff. Plans and reviews compensation actions and enforces policies and procedures. May assist staff with diagnosing and solving computer equipment problems.

IT Administrator Information Technology

Years of Experience	Base Salaries					Incentive					Total Cash				
	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile
6	78,894	85,896	95,026	104,152	113,207	3,087	3,365	3,717	4,089	4,447	81,981	89,261	98,743	108,241	117,654
5	76,547	83,334	92,197	101,050	109,850	2,978	3,246	3,585	3,945	4,292	79,525	86,580	95,782	104,995	114,142
4	74,175	80,743	89,334	97,908	106,446	2,869	3,127	3,454	3,800	4,136	77,044	83,870	92,788	101,708	110,582
3	71,784	78,132	86,445	94,734	103,005	2,761	3,008	3,324	3,656	3,979	74,545	81,140	89,769	98,390	106,984
2	69,383	75,507	83,540	91,540	99,537	2,652	2,890	3,193	3,512	3,823	72,035	78,397	86,733	95,052	103,360
1	66,977	72,877	80,628	88,334	96,054	2,546	2,773	3,063	3,370	3,668	69,523	75,650	83,691	91,704	99,722

Acquires, implements, modifies and manages hardware, software, and peripheral equipment, such as monitors, keyboards, and printers. Analyzes, detects and corrects minor hardware, software, network and related IT issues. Performs hardware, software and peripheral equipment improvements and upgrades to ensure all systems are up-to-date. Monitors system performance to ensure that operations are within established standards and develops recommendations for enhancements to improve operations and increase system capabilities. Administers IT onboarding of new employees, including collecting requirements, setup, and deployment. Helps customize and adapt existing programs and user interface to meet users' requirements and needs of the business. Maintains inventory of IT equipment, such as desktops, laptops, mobility devices, etc. Creates, organizes and updates documentation of IT processes, policies, licensing and systems. Provides help desk support and specialized technical assistance to system users, escalating issues as necessary. Presents equipment and policy training to staff and end users. Plans, develops and implements recovery and backup procedures. Communicate IT plans, tasks and modifications to relevant

stakeholders and employees. Assists with research and evaluation of new technology, techniques, threats and industry best practices to optimize efficiency and usability and minimize vulnerabilities.

Systems Analyst Business

Years of Experience	Base Salaries					Incentive					Total Cash				
	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile
6	80,565	87,242	96,031	104,682	113,321	2,928	3,174	3,489	3,816	4,135	83,493	90,416	99,520	108,498	117,456
5	77,658	84,081	92,555	100,895	109,248	2,766	2,998	3,295	3,604	3,906	80,424	87,079	95,850	104,499	113,154
4	74,654	80,811	88,955	96,964	105,012	2,604	2,822	3,101	3,392	3,678	77,258	83,633	92,056	100,356	108,690
3	71,578	77,460	85,258	92,920	100,646	2,443	2,647	2,910	3,184	3,450	74,021	80,107	88,168	96,104	104,096
2	68,457	74,057	81,500	88,802	96,189	2,287	2,476	2,721	2,977	3,227	70,744	76,533	84,221	91,779	99,416
1	65,320	70,635	77,716	84,650	91,687	2,134	2,310	2,537	2,776	3,009	67,454	72,945	80,253	87,426	94,696

Analyzes business processes, functions, and procedures to determine the most effective business systems software to meet the needs of the organization. Establishes systems specifications and objectives, based on business requirements and cost effectiveness, and provides recommendations to management personnel. Collaborates with others in systems development and design, including software programming and table, report, and panel design. Develops test plans and coordinates and performs software testing. Coordinates implementation of the system software, including conversion of data to the new system, and works with application support personnel to resolve system problems. Documents system specifications and notes any changes in procedure. Acts as liaison between systems software development staff, management, and system end-users to determine requirements and obtain sign-off. Provides training and technical support to system end-users.

Systems Analyst

Years of Experience	Base Salaries					Incentive					Total Cash				
	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile
6	78,783	85,305	93,902	102,363	110,828	2,384	2,584	2,840	3,107	3,367	81,167	87,889	96,742	105,470	114,195
5	75,971	82,245	90,534	98,689	106,872	2,276	2,466	2,711	2,966	3,215	78,247	84,711	93,245	101,655	110,087
4	73,055	79,070	87,035	94,865	102,747	2,166	2,347	2,579	2,821	3,058	75,221	81,417	89,614	97,686	105,805
3	70,063	75,808	83,435	90,923	98,486	2,055	2,227	2,446	2,677	2,901	72,118	78,035	85,881	93,600	101,387
2	67,022	72,492	79,769	86,905	94,132	1,945	2,106	2,314	2,531	2,745	68,967	74,598	82,083	89,436	96,877
1	63,962	69,155	76,077	82,851	89,734	1,836	1,988	2,183	2,387	2,588	65,798	71,143	78,260	85,238	92,322

Analyzes and solves computer problems, and assures technology meets the needs of the organization. Implements system studies to assist organization to realize maximum benefit from investments in equipment, personnel, and business processes. Plans and designs new computer systems or devises ways to apply existing systems resources to additional operations. Analyzes user requirements, procedures, and problems to automate processing or to improve existing computer system. Confers with personnel of organizational units involved to analyze current operational procedures, identify problems, and learn specific input and output requirements, such as forms of data input, how data is to be summarized, and formats for reports. Writes detailed description of user needs, program functions, and steps required to develop or modify computer program. Reviews computer system capabilities, workflow, and scheduling limitations to determine if requested program or program change is possible within existing system. Studies existing information processing systems to evaluate effectiveness, and develops new systems to improve production or workflow as required. Prepares workflow charts and diagrams to specify in detail operations to be performed by equipment and computer programs and operations to be performed by personnel in system. Conducts studies pertaining to development of new information systems to meet current and projected needs. Plans and prepares technical reports, memoranda, and instructional manuals as documentation of program development. Upgrades system and corrects errors to maintain system after implementation. May assist computer programmer in resolution of work problems related to flowcharts, project specifications, or programming. May prepare time and cost estimates for completing projects. May direct and coordinate work of others to develop, test, install, and modify programs. May design new systems, including both hardware and software, or add new software applications to harness more of computer's power.

IT Analyst

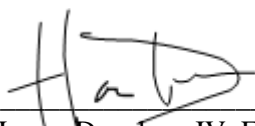
Years of Experience	Base Salaries					Incentive					Total Cash				
	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile
6	68,492	74,998	83,508	92,142	100,717	2,431	2,667	2,965	3,285	3,594	70,923	77,665	86,473	95,427	104,311
5	66,058	72,309	80,499	88,801	97,069	2,281	2,500	2,779	3,079	3,369	68,339	74,809	83,278	91,880	100,438
4	63,534	69,520	77,374	85,327	93,268	2,132	2,336	2,595	2,875	3,146	65,666	71,856	79,969	88,202	96,414
3	60,940	66,655	74,162	81,751	89,350	1,985	2,175	2,416	2,675	2,927	62,925	68,830	76,578	84,426	92,277
2	58,300	63,742	70,896	78,110	85,355	1,842	2,018	2,240	2,480	2,713	60,142	65,760	73,136	80,590	88,068
1	55,641	60,809	67,610	74,444	81,326	1,703	1,865	2,070	2,290	2,505	57,344	62,674	69,680	76,734	83,831

Defines, designs, develops, and implements computer applications and solutions that are functional and satisfy both management and end-users, optimize the efficiency of an organization, and are suitable for the organization's work flow and production, using modeling, information engineering, and cost-based accounting. Evaluates present applications used by the organization, and upgrades or enhances existing programs. Conducts surveys to in order to consider user needs, and captures marketing research data. Oversees the implementation of computer solutions by managing Programmers, Coders, and equipment vendors to ensure the design is properly executed in a timely manner and stays within budget. Conducts research on new technologies to provide more efficient support. Defines and enhances computer applications used in the organization, working closely with management in order to know the plans and goals to make immediate developments on the system. Provides support to intranet and Internet maintenance and developments. Ensures that the system is secure and the network is well filtered. Tests and integrates programs. Records procedures and solutions, and writes and stores all the documentations of the existing communication and data systems.

Action Required – Effective Pay Period 20, 2022 (September 18, 2022)

*** See addendum included in CCFN: 221005 for Salary and Position Ordinance changes.**

Prepared by: Andrea Knickerbocker
Andrea Knickerbocker, Human Resources Manager

Reviewed by: 
Harper Donahue, IV, Employee Relations Director