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JOB CLASSIFICATION REDESIGN REPORT January 2012

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As required by M.S. 3.197, the total cost incurred in the development and preparation of this report was \$2133.00.

Executive Summary

The Commissioner of Management & Budget (MMB) is responsible for the State of Minnesota's job classification system. This statewide authority is operationalized by MMB's Human Resource Management Division (HRM) in partnership with human resource directors, designees, and other HR staff in individual agencies.

Job classification systems exist to provide structured ways to group or sort job roles and responsibilities within organizations based on common characteristics, qualities or traits. Job classification is linked to a variety of important business-related decisions, including:

- Organization and job design,
- Recruiting and selection,
- Workforce planning,
- Training and development,
- Performance management,
- Seniority,
- Wage and salary administration, and
- Legal compliance.

The job classification redesign project's primary objective is to organize the State of Minnesota's job classifications into a more useful and understandable system that benefits employees, state agencies, and job applicants. Related opportunities may be identified during this process, such as the need to:

- Create new classifications as needed to more accurately categorize work being performed; and
- Re-title existing classifications to better describe the work being performed.

The project is scheduled to commence in January 2012 and conclude by December 31, 2012.

Introduction

Purpose of Report

This report was prepared in response to 2011 Special Session Law 10 Article 3 Section 42:

The commissioner of management and budget shall report to the legislature by January 15, 2012, on a process to redesign and consolidate the job classification plan for executive branch employees, with a goal of assigning all classified positions to no more than 50 job families. The process must lead to development of a new job classification plan designed to enhance the ability of state agencies to flexibly manage their workforces to meet changing needs and demands of the agency, and to enhance the ability of state employees to transfer to other positions for which they are qualified. In developing this process, the commissioner must meet and confer with the exclusive representatives of each affected bargaining unit. The report to the legislature must identify implementation issues.

Scope

The scope of this project is limited to job classifications for classified positions in the Managerial Plan, the Commissioner's Plan¹ and the following bargaining units:

- Craft, Maintenance and Labor Unit (AFSCME)
- Service Unit (AFSCME)
- Health Care Non-Professional Unit (AFSCME)
- Clerical and Office Unit (AFSCME)
- Technical Unit (AFSCME)
- Correctional Officers Unit (AFSCME)
- General Professional Unit (MAPE)
- Supervisory Unit (MMA)

The project does not include the Law Enforcement, Health Care Professional, Professional Engineering, or State Residential Instructional bargaining units because these units and the classifications in them are very homogeneous and the classification hierarchies are clear.

The project scope includes approximately 1,450 classifications and approximately 35,000 positions. This covers 95% of the State's classifications and 92% of the classified employees.

¹ The Commissioner's Plan provides terms and conditions of employment for non-managerial employees who are excluded from bargaining units by statute. Most of these employees are 'confidential' employees.

Background of State's Classification Plan

Definitions and Description of Current Classification Plan

Position means a set of duties and responsibilities to be performed by one employee. The position is described by the supervisor and/or the incumbent employee, using a standardized format (a position description) that ensures that the writer(s) address all relevant aspects of the position.

Job Class or Classification means a group of positions similar enough in duties, responsibilities, required knowledge, skills and abilities that the same title may be used to describe each position and the same compensation provisions and other terms and conditions of employment are reasonably appropriate to each position. By extension, similar selection criteria may be used to fill the positions in the classification.

Class Series currently refers to a set of related job classes whose title are the same except for some level indicator such as (Intermediate, Senior, Principal) or a series of numbers. In this document and at the conclusion of the project, Class Series will mean a logical career path through a series of job classes that crosses bargaining unit lines.

The Human Resources Management (HRM) Division of Minnesota Management & Budget (MMB) is responsible for maintaining a classification plan, which is a set of job classes with the following attributes:

- Unique job class code
- Official class title
- Bargaining unit assignment
- Salary range assignment
- Class specification (general description of the type and level of work performed)
- Various codes for administrative purposes, including overtime, Workers Compensation, Equal Employment Opportunity Commission reporting, salary administration, and general human resources reporting.

The HRM Division creates new classifications when needed, changes titles and other class characteristics when appropriate, and abolishes classifications when they are no longer needed.

Most classification analysis work is performed at the agency level under delegation of authority from MMB. Classification analysts assign new positions or reassign existing positions to job classes at the request of an agency manager or supervisor or at the request of an incumbent employee. The classification analyst reviews a position description for the position and compares it to the class specifications for the current and other, relevant, job classes. In addition, the analyst compares the position in question to other positions that have been determined to be appropriately allocated to their current classifications. If the type of work has been determined, but a question remains about the level of work performed, the analyst may arrange to have the subject position evaluated by trained raters using the Hay Guide Chart Evaluation method.

do not reflect in any way on the qualifications of the incumbent or their job performance. position description written by the employee and/or the supervisor. Classification decisions All classification decisions are based on the attributes of the position, as described in the

Classification decisions may be appealed by the incumbent or the supervisor.

Current Sources of Information

the statewide salary plan, available on the MMB web site at code, class title, and salary range information for the classification. The second listing is list of classifications covered by that agreement or plan. This listing includes the class and supervisors. Each collective bargaining agreement and compensation plan contains a At present, there are two similar listings of job classifications readily available to employees

classification. The information in all listings is simply arranged in alphabetical order by as in the agreements and compensation plans, plus the bargaining unit code for each class title, without regard to hierarchies and occupational relationships. http://www.mmb.state.mn.us/comp-salary-plans. This listing contains the same information

	No. of Concession, Name	c	lasses i	and Sa	laries as	Classes and Salaries as of January 1, 2011	1, 2011				
CODE	TITLE	FLSA STATUS	HD #	UNIT	UNIT CODE	HOURLY	HOURLY	MONTHLY MONTHLY	GRID BARG COMP MINIMUM MAXIMUM MINIMUM MAXIMUM MINIMUM MAXIMUM MAXIMUM PROC ID# UNIT CODE HOURLY HOURLY MONTHLY MONTHLY YEARLY VEARLY CODE	VEARLY	MAXIMUN YEARLY
002088	Accessibility Specialist	Nonexempt	14G	214	101	19.33		3,363	4,933	40,361	39,195
	Account Clerk	Nonexempt	Q.	206	611	14.22	18.84	2,474	3,278	29,691	39,338
000632	Account Clark Senior	Nonexempt	6	206	641	15.22	20.59	2,648	1,593	31.779	12,992
000003	Accounting Director	Exempt - Executive	16R	216	20K	25.08	36.29	4364	6,314	\$2.367	75,774
126100	Accounting Manager	Exempt - Executive	20A	220	14M	26.94	38.97	4,688	6,781	56.251	81,365
00004	Accounting Officer	Nonexempt	140	214	SI.	16.41	23.74	2.855	-4,131	34.264	49.365
000979	Accounting Officer Inter-	Nonexempt	140	214	71.	17.56	25.51	3.055	4,439	16,663	53,265
002390	Accounting Officer Principal	Mixed	140	214	ž	22.18	12.69	3.859	5,688	46,312	68,25
	Accounting Officer Senior	Mixed	34G	214	101	19.33	28.35	3,363	4,933	40.361	59.195
_	Accounting Supervisor-	Exempt - Executive	168	216	10K	17.53	25.08	3,050	4,364	36,603	32.36
002095	Accounting Supervisut Inter	Mixed	168	216	128	18.64	22.97	3243	4,710	38,920	56.52
001500	Accounting Supervisor Princ	Events - Executive	168	215	178	12.45	52.59	3,905	5,671	45,876	58,042
002143	Accounting Supervisor Senior	Mixed	168	216	15K	20.89	30.28	3,635	5299	43,618	61.224
000774	Accounting Technicum	Nonexempt	ni.	207	64M	15.68	22,16	2,728	1,856	32,740	46,270
002096	Accounting Technician Supv	Nonexempt	168	216	88	17.45	13.14	2,864	4.061	94,308	48.734
003462	Acquisition Management Spec	Exempt - Administrative	Ĩ	214	151	22.92	11.99	3,988	5,914	47,857	10,97
S12(00	Acquisition Management Spec Sr	Mixed	140	214	16	25.51	37.93	4,439	6,600	\$3,265	WILLS.
000005	Addressing Machine Technician	Nonescript	9	206	601.	06'61	18.37	2,419	3,196	29,023	NCM.
608129	Adjutant General	Exempt - Executive	cm	220	IM	6.15	72.44	0.001	12,613	12,841	151,35
002705	Admin Agency Div Director	Exempt - Executive	204	220	1954	32.42	46.56	5,641	8,101	67,693	97.217
662629	Admin Agency Div Director Sr	Exempt - Executive	700 A	220	2334	37.45	83.68	6516	9.340	78.196	112.08
000341	Admin Law Judge	Except - Professional	CILIH	12	48	54.85	54.83	9,540	9.540	114,485	114,48
001620	Admin Law Judge Supv	Exempt - Executive	CUIN	221	SB	37.88	57,88	10,071	10,071	120,853	120.85
003375	Admin Mgmt Services Dir	Except - Executive	VIC	220	1734	30.13	40.35	5.243	7,543	62.911	90,515
010000	Admin Mgt Director 1	Mined	MIN	220	1334	25.99	37.63	4.522	6.548	194,192	78.57
9h(100	Admin Mgt Director 2	Mixed	NIX	220	ISM	27.95	40.43	4,863	7,035	58,360	34.412
001541	Admin Officer	Exempt - Executive	204	220	IIM	24.07	35.09	4,188	-6,106	50.258	73,268
S81200	Admin Planning Dir St	Eassigt - Eascutive	16E	216	238	28.13	40.43	4,895	7,035	55.735	84,418
002372	Admin Secretary Supv	Noneaempt	168	216	2	15.97	21.15	2,779	3,680	50-05	44,16
003221	Admin Sves Bureau Mgr	Exempt - Executive	MIC	220	1995	32.42	8.8	5,641	8,101	67,093	97.217
002918	Admin Svcs Dir	Exempt - Executive	204	220	21M	34.92	49.98	6,076	8,697	72.913	104,35
000987	Admin Systems Supv	Except - Executive	160	216	15P	31.19	51.13	5,427	9,279	65,125	111,35
001447	Affirmative Action Off 1	Noncompt	140	214	2	16.41	23,74	2,895	4,131	14,264	49,566
811100	Affirmative Action Off 2	Nonexempt	140	214	e.	17.56	25.51	3,055	4,439	36.865	53.262
001449	Affemative Action Off 3	Exempt - Administrative	140	214	10L	19.33	28.35	1.163	4,933	40.361	661'65.
001450	Affirmative Action Off 4	Exempt - Administrative	14G	214	ž	22.18	32.69	3.859	5,688	45312	68.25
	Agency Affirmative Action Mer-	Earnigs - Executive	AUC	220	14M	26.94	38,97	4,688	6,781	56.251	91.18

Figure 1. Page from State of Minnesota Salary Plan, January 1, 2011

Class specifications, a sample which is included as Appendix A, which provide information about the nature and level of work involved in a job classification, are available on MMB's web site at <u>http://www.mmb.state.mn.us/staff-hr/class-specs</u>. Again, the class specifications are listed in alphabetical order by class title and do not include information regarding logical career paths.

The qualifications needed for employment in a job classification are contained in job announcements that are listed on the MMB web site, when there are openings to be filled.

The information currently available to employees and supervisors is not organized in such a way as to identify opportunities for promotion or transfer to positions in related classifications.

Project Description

Project Objectives:

Each classification is assigned to one of 39 existing career families. The original purpose of creating and maintaining these career families is unclear, but they serve as a logical starting point for this project. A list of the current career families is provided in Appendix B.

The objective of the project is to group classifications for classified employees by career families and then by more focused job class series. Within the class series, the classifications will be arranged in a hierarchy in order to show logical career progression through the series. A hypothetical example of a job family and the associated class series is provided in Appendix C.

By arranging classifications within a career family and then assigning a class series, we will achieve:

- The ability to quickly see the job titles that serve business needs by function (the career family).
- The ability to determine the hierarchy of those classes since job classes will be clustered by career family and series, and sorted by salary range.
- The creation of a visual list of logical career paths since classes will be clustered by business needs.
- Open access to logically ordered information that is readily available for managers or supervisors who believe they may need a different level of work performed in their division, within a specific career family, and what the level or class title of that work may be.
- Clarity, so that the 1800 existing job classifications are ordered and organized in a way that is useful e.g. it will now be possible to see that the class Transportation Budget Director is part of the Budget class series within the Accounting, Auditing and Financial Career Family and may be part of a possible career progression for employees in that Career Family.

Project Outline

The project will consist of the following steps:

Step 1. MMB staff will prepare a first draft of a career family document, based on the current career family assignments, and moving classified managerial classifications to the same career family as their typical subordinate job classes. These managerial classifications are currently assigned to a broad career family titled Management Careers.

Step 2. MMB staff will distribute the draft career family structure to classification analysts and others in operating agencies with knowledge of state jobs for review and comment. Agency staff will be asked to consider whether any of the existing career families should be merged or split into two or more new career families.

Step 3. MMB staff will make changes in career family assignments based on input from state agency staff.

Step 4. MMB staff will further refine the new career family structure by tentatively assigning job classes to a class series that encompasses classifications across bargaining units and compensation plans. Agency classification analysts and job experts will convene in groups to review the tentative class series assignments. These groups will be asked to consider whether or not these tentative class series should be merged or split into smaller series.

Step 5. MMB staff will make adjustments as indicated by the feedback of the work groups convened in step 4 and distribute the new overall career family/class series structure to all agencies for review and final comment.

Step 6. MMB staff will finalize the career family/class series structure and publish it on the MMB web site, with links to the class specifications. Publication of the new structure will be announced to state employees and agency management along with information on how to use the newly organized information in career planning and employee development.

The project would commence in late January of 2012, with the objective of publishing the final product prior to December 31, 2012.

Meet and Confer

A meet and confer was held on Monday January 9, 2012 with the exclusive representatives of each affected bargaining unit. The classification project scope includes an analysis of classifications that are represented by three employee unions: General Professional Unit (MAPE), Supervisory Unit (MMA) and Craft, Maintenance and Labor; Service; Health Care Non-Professional; Clerical and Office; Technical; and Correctional Officers (AFSCME). The meet and confer provided for an exchange of information and ideas regarding the current

classification structure and the scope of this project. The reoccurring theme that emerged during the discussion is the need for specific, centralized communication regarding this project that can be made available to the unions and employees. Union representatives stated that they saw a need for this project and were supportive of the direction described in this report.

Implementation Issues

The focus of the project is to better organize the classification plan for the benefit of employees and supervisors, not to reduce the number of classifications to a predetermined number. In the process of reviewing and revising career families and establishing the new class series, MMB and the operating agencies may identify opportunities including, but not limited to:

- Creating new classifications as necessary to more accurately describe work being performed.
- Re-titling classifications in order to better describe the work being performed.

The maintenance of the classification plan is a management function assigned to the Commissioner of MMB. The Commissioner has the statutory authority to create, merge, abolish and re-title job classifications without negotiating, but has the duty to negotiate the impact of these actions. For example, in most instances, employees earn seniority based on the length of time they work in a specific classification. An exclusive representative may want to negotiate the calculation of seniority for employees after the merger of two or more classifications.

In summary, the job classification redesign project's primary objective is to organize the State of Minnesota's job classifications into a more useful and understandable system that benefits employees, state agencies, and job applicants.

STATE OF MINNESOTA CLASS SPECIFICATION Class Code: 000001 Barg. Unit(s): 206

ACCOUNT CLERK

KIND OF WORK

Entry level account clerk and administrative support.

NATURE AND PURPOSE

Under general supervision/procedural control, performs a combination of accounting and administrative support duties involving specialized knowledge of financial records and coding, inputting and accessing information in the State's accounting system (or comparable system) to maintain an integral part of an extensive accounting operation; performs related work as required.

Account Clerks' primary concerns are do the numbers add up and are the codes correct. Positions in this classification are heavily involved in the transactional aspects of accounting whereas Account Clerk Senior positions have a noticeable shift to what do the numbers mean.

EXAMPLES OF WORK

(A position may not include all the work examples given, nor does the list include all that may be assigned.)

Codes requisitions and prepares and processes encumbrance documents (e.g., department or field purchase orders) to ensure proper documentation is available to support related transactions by reviewing for accuracy and conformity with procedure; by maintaining logs and/or files; and by monitoring balances and notifying leadworker/supervisor of account shortages.

Approves and prepares invoices for payment by matching incoming invoices, packing slips, and acknowledgements for verification of receipt; checks invoices for correct pricing and mathematical accuracy; determines amount/accuracy of discounts and resolves minor discrepancies; and codes and process invoices for payment with the proper appropriation, fund, object code and activity code.

Obtains vendor numbers for new accounts to ensure accurate and timely payment of invoices; processes direct pay permit/tax exempt forms as necessary; and coordinates correspondence with vendors.

Processes employee expense documents for payment by reviewing them for completeness and accuracy, checking mathematical accuracy of totals and ensuring that proper procedures were followed.

Inputs and/or accesses information in computer system as directed so that all accounting data (e.g., vendor number, account, amount, etc) are properly recorded in the system by inputting payments and encumbrances; by checking status of accounts at the request of leadworker/supervisor; by retrieving stored data; and by verifying entries for accuracy.

Account Clerk

Class Specification

Page 2

Assembles documents as directed to assist in the preparation of budgets, reports and audits by applying basic mathematics and formulas; and by using calculators to compute the totals, averages and percentages of numerical data and to check or reconcile data; and compiles periodic reports as directed.

Prepares deposits of all monies received daily to comply with State regulations; and ensures that authorized personnel transports the money to the bank in a timely manner.

Processes employee/student worker timesheets by verifying necessary codes, making necessary corrections, and entering appropriate data into SEMA4; verifies and enters labor distribution data into SEMA4; and reconciles payroll posting audit trail against payroll.

Maintains fixed and consumable asset inventories.

Maintains an efficient and accurate accounting filing system.

KNOWLEDGES, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Arithmetic and mathematics sufficient to compute the totals, averages and percentages of numerical data and to check or reconcile data.

Basic business and governmental accounting terminology, principles and procedures sufficient to record, post and code information.

Office procedures, methods and equipment sufficient to input and access information in computer systems, and assemble and complete documents.

Law, policies, procedures, and Legislative Auditor, Department of Finance and State Treasurer requirements for handling and depositing state funds.

Ability to:

Follow detailed instructions required for maintenance of accurate accounting records.

Use a variety of office equipment and calculators.

Provide courteous and efficient service; communicate effectively with internal and external customers; and politely handle clients/customers who may be confused, agitated, or hostile.

T.C.: Former Title(s):

Appendix B List of Existing Career Families

Career Family Titles

Accounting/Audit/Fin Careers Agriculture Careers Building/Construction Careers Commerce Careers Corrections Careers **Diversity and EEO Careers** Economic Development Careers Economic Security Careers Education and Teaching Careers Electronic Instai/Mntc Careers Engineer/Architect Careers Executive Leadership Careers Facilities Oper/Mntc Careers Food/Personal Service Careers Human Resources Careers Human Svcs/Develpmnt Careers Industrial Safety/Reg Careers Information Technology Careers Insurance/Benefits Careers Laboratory Science Careers Law Careers Library/Info Resource Careers Loans and Grants Careers Management Careers Manufacturing/Equip Careers Medical/Dental/Nursing Careers Natural Resources Careers Office Administration Careers Planning/Research Careers Printing/Graphic Arts Careers Protective Services Careers Psychology/Counseling Careers Public Health Careers Public Relations/Mrktg Careers Purchasing/Admin Svcs Careers Rehabilitation Therapy Careers Revenue/Gaming Reg Careers Transportation Op/Reg Careers Undesignated/All Other Careers

Appendix C Illustration of Clarified Classification Structure

A			Hourly	Hourly	Annual	Annual
Career Family	Class Series	Class Title	Min	Max	Minimum	Maximum
Accounting/Audit/Fin Careers	Accounting	Fiscal & Admin Serv Manager	31.26	44.93	65,271	93,814
		Transp Act Base Cost/Mgmt Cons	29.38	43.61	61,345	91,058
		Food Inspection Asst Director	27.95	40.43	58,360	84,418
		Accounting Manager	26.94	38.97	56,251	81,369
		Accounting Director	25.08	36.29	52,367	75,774
		Accounting Officer Principal	22.18	32.69	46,312	68,257
		Accounting Supervisor Princ	22.45	32.59	46,876	68,048
		Accounting Supervisor Senior	20.89	30.28	43,618	63,225
		Accounting Officer Senior	19.33	28.35	40,361	59,195
		Accounting Supervisor Inter	18.64	27.07	38,920	56,522
		Accounting Officer Inter	17.56	25.51	36,665	53,265
		Accounting Supervisor	17.53	25.08	36,603	52,367
		Accounting Officer	16.41	23.74	34,264	49,569
		Accounting Technician Supv	16.46	23.34	34,368	48,734
		Accounting Technician	15.68	22.16	32,740	46,270
		Account Clerk Senior	15.22	20.59	31,779	42,992
		Account Clerk	14.22	18.84	29,691	39,338
	Auditing	Human Svcs Internal Audit Mgr	32.42	46.56	67,693	97,217
		Transp Audit Director	32.42	46.56	67,693	97,217
		Audit Director	27.07	38.97	56,522	81,369
		MnSCU Regional Audit Coord	25.51	37.93	53,265	79,198
		Auditor Principal Supervisor	25.08	36.29	52,367	75,774
		Auditor Principal	22.18	32.69	46,312	68,257
		Auditor Senior Supervisor	20.89	30.28	43,618	63,225
		Auditor Senior	20.02	29.38	41,802	61,345
		Auditor Intermediate Supv	18.64	27.07		56,522
		Auditor Intermediate	18.10	26.39	37,793	55,102
		Auditor	16.41	23.74		49,569
	Budget	Executive Budget Coordinator	36.11	51.78	75,398	108,117
		Executive Budget Officer Sr	32.42	46.56	67,693	97,217
		Executive Budget Officer	30.13	43.35	62,911	90,515
		Transp Budget Dir	30.13	43.35	62,911	90,515
	Education Finance	Director, Education Finance	38.78	55.59	80,973	116,072
		Educ Dir Finance Reform & Acct	34.92	49.98	72,913	104,358
		Fiscal & Admin Serv Manager	31.26	44.93	65,271	93,814
		Educ Supv Financial Management	30.28	43.35	63,225	90,515
		Educ Finance Specialist 2	24.61	36.50	51,386	76,212
		Educ Finance Specialist 2	19.33	28.35	40,361	59,195
		Luuci mance opecialist i	15.00	20.30	40,001	05,190

Appendix C Illustration of Clarified Classification Structure

			Hourly	Hourly	Annual	Annual
Career Family	Class Series	Class Title	Min	Max	Minimum	Maximum
Accounting/Audit/Fin Careers	Finance	Finance Services Director	36.11	51.78	75,398	108,117
		Human Svcs Chief Financial Off	36.11	51.78	75,398	108,117
		Agency Chief Financial Officer	34.92	49.98	72,913	104,358
		Transp Finance Mgmt Director	34.92	49.98	72,913	104,358
		Agric Dev & Fin Asstnc Dir	32.42	46.56	67,693	97,217
		Financial Info Syst Dev Dir	32.42	46.56	67,693	97,217
		Financial Mgt Director	32.42	46.56	67,693	97,217
		Transp Finance Manager	31.26	44.93	65,271	93,814
		Financial Services Director	30.13	43.35	62,911	90,515
		Finance Accounting Supv 3	29.17	41.85	60,907	87,383
		Finance Specialist 3	24.61	36.50	51,386	76,212
		Finance Specialist 2	22.92	33.99	47,857	70,971
		Finance Specialist 1	21.40	31.58	44,683	65,939
	Financial Reporting	Accounting Officer Principal	22.18	32.69	46,312	68,257
		Financial Reporting Analy Supv	22.45	32.59	46,876	68,048
		Accounting Officer Senior	19.33	28.35	40,361	59,195
		Accounting Officer Inter	17.56	25.51	36,665	53,265
	Investment	Investment Analyst 3	26.39	39.25	55,102	81,954
		Investment Analyst 2	23.74	35.22	49,569	73,539
		Treasury Financial Invest Off	20.70	30.45	43,222	63,580
	Local Govt Auditing	Local Govt Audit Director	28.13	40.43	58,735	84,418
		Local Govt Audit Staff Spec Sr	25.51	37.93	53,265	79,198
		Local Govt Audit Staff Spec	23.74	35.22	49,569	73,539
		Local Govt Audit Principal	24.23	35.09	50,592	73,268
		Local Govt Audit Senior	22.18	32.69	46,312	68,257
		Local Govt Audit Inter	20.02	29.38	41,802	61,345
		Local Govt Audit	17.56	22.18	36,665	46,312
	UI Auditing	Unemployment Ins Aud Dir	27.95	40.43	58,360	84,418
		Unemployment Ins Dist Aud Supv	22.45	32.59	46,876	68,048
		Unemployment Ins Aud Spec	20.02	29.38	41,802	61,345
		Unemployment Ins Aud 2	18.10	26.39	37,793	55,102
		Unemployment Ins Aud 1	16.41	23.74	34,264	49,569
	Warehouse	Dir Warehouse Audit Division	24.98	36.29	52,158	75,774
		Warehouse Examiner Supervisor	18.64	27.07	38,920	56,522
		Warehouse Examiner Senior	17.13	24.06	35,767	50,237
		Warehouse Examiner	15.68	22.16	32,740	46,270