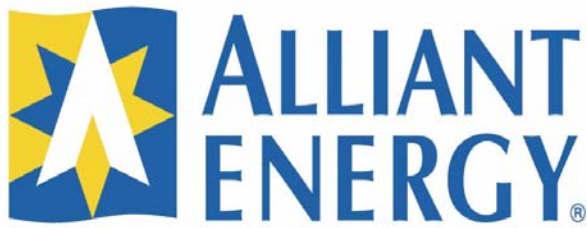


**Spring 2007 Salary & Benefits Survey - Co-sponsored by
Blackhawk HRA, Astron Solutions, Rock County
Development Alliance, Alliant Energy, Forward Janesville
& The Greater Beloit Chamber of Commerce**

Spring 2007



Community Partner



ASTRON
SOLUTIONS

Note: These materials may not be reproduced in any form, nor can they be shared with any source outside of the participating organization, without the express written permission of Astron Solutions. All rights reserved.

Notice & Disclaimer

The information contained in the Spring 2007 Blackhawk HRA Salary & Benefits Survey is presented solely for the purpose of informing readers of compensation levels and benefit practices. These data may not be used for the purpose of limiting competition, restraining trade, or reducing or stabilizing salary or benefit levels. Federal and state antitrust laws prohibit such improper use.

Astron Solutions publications are intended to provide current and accurate information, and are designed to assist readers in becoming more familiar with the subject matter covered. Astron Solutions published the Spring 2007 Blackhawk HRA Salary & Benefits Survey for a general audience.

This publication is distributed with the understanding that Astron Solutions does not render any legal, accounting, or professional advice that may be construed as specifically applicable to individual situations. No representations or warranties are made concerning the application of legal or other principles discussed in Astron Solutions publications to any specific factual situation, nor is any prediction made concerning how any particular judge, government official, or other person will interpret or apply such principles. Specific factual situations should be discussed with professional advisors.



Table of Contents

Introduction	5
Survey Methodology	6
Survey Participants	7
Participant Demographics	9
Employee Demographics	10
Compensation Budgets	11
Survey Definitions	12
Data Reporting Methodology	14
Department of Justice Safe Harbor Guidelines	15
Using Survey Data in Your Analyses	16
Aging Survey Data	17
Sample Aging Problem	18
Position Compensation Data	
1—Accounting Clerk	20
2—Accounts Payable Manager	21
3—Accounts Receivable Manager	22
4—Bookkeeper	23
5—General Accounting Manager	24
6—Payroll Clerk	25
7—Payroll Manager	26
8—Administrative Assistant	28
9—Office Manager	29
10—Operations Manager (Non-manufacturing)	30
11—Receptionist / Telephone Operator	31
12—Secretary	32
13—Engineer I	34
14—Senior Engineer	35
15—Certified Nursing Assistant	37
16—Health Aides / Orderlies	38
17—Licensed Practical Nurse	39
18—Medical Records Technician	40
19—Registered Nurse	41
20—Compensation and Benefits Manager	43
21—Human Resource Generalist	44
22—Human Resource Manager	45
23—Safety Director	46
24—Computer Help Desk Technician	48
25—Network Administrator	49
26—PC Maintenance Technician	50
27—General Laborer	52
28—General Maintenance Mechanic	53
29—Janitor	54
30—Maintenance Supervisor	55
31—Customer Service / Call Center Representative	57
32—Sales Representative	58



Table of Contents (continued)

33—CNC Operator	60
34—Forklift Operator	61
35—Machine Operator	62
36—Machinist	63
37—Packers / Packagers (hand)	64
38—Plant Manager	65
39—Production Assembler	66
40—Production Planner	67
41—Production Supervisor	68
42—Purchasing Manager	69
43—Quality Control Inspectors	70
44—Shipping Receiving Clerk	71
45—Transportation / Distribution Manager	72
46—Truck Driver	73
47—Welder	74
48—Inventory Control Planner	76
49—Material Handler	77
50—Materials Manager	78
Benefits Compilation	79
Credits	95
About Astron Solutions	96



Introduction

Astron Solutions is pleased to present the results of the Spring 2007 Blackhawk HRA Salary & Benefits Survey. This is the second time that Astron has conducted this local survey. The survey results represent salary and benefits data reported by fifty-four (54) organizations encompassing six thousand one hundred fifty-four (6,154) incumbents in fifty (50) positions. All compensation data are effective as of February 1, 2007.

We would like to express our thanks to all of the organizations that participated in the survey. In addition, we would like to express our thanks to Blackhawk HRA, Forward Janesville, Rock County Development Alliance, Alliant Energy, and The Greater Beloit Chamber of Commerce for sponsoring the study. If you have any questions or suggestions for enhancements to the survey, please contact Jennifer Loftus at (800) 520-3889 x1, or Eric Katz at (800) 520-3889 x3.



Survey Methodology

Astron consultants and Blackhawk HRA leadership jointly designed the survey questionnaire package, focusing on the collection of base salary, salary range, incentive, and benefits information. The questionnaire was distributed to all invited participants. Survey jobs were matched by participants on the basis of job responsibilities, organizational level, and scope information provided in survey job descriptions.

Completed survey questionnaires then were reviewed by Astron analysts for completeness and quality. Astron followed up as needed with participants to verify and clarify ambiguous responses and data anomalies. Astron then conducted statistical analyses regarding participants' pay, formal range structure practices, and benefits programs, all of which are the foundation of this report.



Survey Participants

AAEC	Beloit, WI	53511
Angus-Young Associates	Janesville, WI	53548
Associated Collectors, Inc.	Janesville, WI	53547
Assured Staffing	Janesville, WI	53546
Baker Manufacturing Company	Evansville, WI	53536
Beloit Clinic, S.C.	Beloit, WI	53511
Beloit College	Beloit, WI	53511
Beloit Memorial Hospital	Beloit, WI	53511
BioLife Plasma Services	Janesville, WI	53546
Blackhawk Technical College	Janesville, WI	53547
Bliss Communications, Inc.	Janesville, WI	53545
Bourns Automotive Division	Janesville, WI	53546
Cargill Animal Nutrition	Milton, WI	53563
City of Beloit	Beloit, WI	53511
Community Action, Inc. of Rock & Walworth	Janesville, WI	53548
Community Solutions of WI LLC	Janesville, WI	53548
Cotta Transmission Company, LLC	Beloit, WI	53511
Data Dimensions Corp.	Janesville, WI	53546
ECOLAB Inc.	South Beloit, IL	61080
Fairbanks Morse Engine	Beloit, WI	53511
Freedom Plastics, Inc.	Janesville, WI	53547
Genencor International/Danisco US	Beloit, WI	53511
Godfrey, Leibsle, Blackburn & Howarth, S.C.	Elkhorn, WI	53121
GOEX Corporation	Janesville, WI	53545
Harvard Corporation	Evansville, WI	53536
HUFCOR	Janesville, WI	53547
KANDU Industries, Inc.	Janesville, WI	53546
Kelly Services	Janesville, WI	53545
MacFarlane Pheasants Inc.	Janesville, WI	53546
Mercy Health System	Janesville, WI	53548
Moore Wallace an RR Donnelley Company	Monroe, WI	53566
New England Extrusion Inc.	Milton, WI	53563
North American Tool Corporation	South Beloit, IL	61080
Norwood Promotional Products	Janesville, WI	53545
Onvoy, Division of Badger Plug Co.	Walworth, WI	53184
Panoramic, Inc.	Janesville, WI	53545
Patch Products, Inc.	Beloit, WI	53511
Prent Corporation	Janesville, WI	53545
Rock County	Janesville, WI	52546
Rock Valley Community Programs, Inc.	Janesville, WI	53546
Sanford LP	Janesville, WI	53545
Save-A-Lot	Edgerton, WI	53534
Scot Forge	Clinton, WI	53525
Seneca Foods Corporation	Janesville, WI	53546
Simmons Manufacturing Co.	Janesville, WI	53546
Southwest Wisconsin Workforce Development	Platteville, WI	53818
SSI Technologies, Inc.	Janesville, WI	53546
The Broaster Company	Beloit, WI	53511
Tomah Products/Air Products	Milton, WI	53563



Survey Participants (Page 2)

Trek Bicycle Corporation
United Alloy, Inc.
VNE Corporation
Warner Electric

Waterloo, WI 53494
Janesville, WI 53545
Janesville, WI 53545
South Beloit, IL 61080

One survey participant requested to not be listed.



Participant Demographics

Breakdown of Ownership Status (54 Participants)

For-profit, Publicly Held	22.2%
For-profit, Privately Held	59.3%
Not-for-profit	13.0%
Public Sector	5.6%

Breakdown of Industry Status (52 Participants)

Education	3.8%
Financial Services	1.9%
Government	3.8%
Healthcare	5.8%
Hospitality	0.0%
Insurance	0.0%
Manufacturing	65.4%
Other Service (For-profit)	11.5%
Other Service (Not-for-profit)	7.7%
Retail	0.0%

2006 Annual Revenues (24 Participants)

Average	\$74,997,029
P25 – 25th Percentile	\$4,837,461
P50 – 50th Percentile (Median)	\$15,000,000
P75 – 75th Percentile	\$60,243,500

2006 Operating Budget (10 Participants)

Average	\$31,839,135
P25 – 25th Percentile	\$10,250,000
P50 – 50th Percentile (Median)	\$16,400,000
P75 – 75th Percentile	\$36,500,000

2006 Asset Size (6 Participants)

Average	\$8,060,355
P25 – 25th Percentile	\$5,225,000
P50 – 50th Percentile (Median)	\$8,100,000
P75 – 75th Percentile	\$10,675,000

Department Payroll Reports to... (49 Participants)

...Accounting	71.4%
...Human Resources	24.5%
...Other	4.1%



Employee Demographics

Number of Full-time Employees (54 Participants)

Average	214
P25 – 25th Percentile	42
P50 – 50th Percentile (Median)	100
P75 – 75th Percentile	271

Number of Part-time Employees (49 Participants)

Average	132
P25 – 25th Percentile	1
P50 – 50th Percentile (Median)	3
P75 – 75th Percentile	20

Average Full-time Employee Workweek Length (Hours) (54 Participants)

Average	40.6
P25 – 25th Percentile	40.0
P50 – 50th Percentile (Median)	40.0
P75 – 75th Percentile	40.0

Ratio of HR Staff to Total Employees (54 Participants)

Average	1:55
P25 – 25th Percentile	1:151
P50 – 50th Percentile (Median)	1:78
P75 – 75th Percentile	1:52

2005 Annual Turnover Rate (38 Participants)

Average	21.0%
P25 – 25th Percentile	9.3%
P50 – 50th Percentile (Median)	15.3%
P75 – 75th Percentile	25.6%

2006 Annual Turnover Rate (40 Participants)

Average	23.7%
P25 – 25th Percentile	9.9%
P50 – 50th Percentile (Median)	19.1%
P75 – 75th Percentile	27.8%



Compensation Budgets

2006 General Salary Budget Increase (42 Participants)

Average	3.6%
P25 – 25th Percentile	3.0%
P50 – 50th Percentile (Median)	3.0%
P75 – 75th Percentile	3.8%

2007 Projected General Salary Budget Increase (44 Participants)

Average	3.5%
P25 – 25th Percentile	3.0%
P50 – 50th Percentile (Median)	3.0%
P75 – 75th Percentile	3.7%

2006 Pay Range Adjustment Budget (30 Participants)

Average	2.9%
P25 – 25th Percentile	2.0%
P50 – 50th Percentile (Median)	3.0%
P75 – 75th Percentile	3.0%

2007 Projected Pay Range Adjustment Budget (30 Participants)

Average	2.7%
P25 – 25th Percentile	2.3%
P50 – 50th Percentile (Median)	3.0%
P75 – 75th Percentile	3.0%



Survey Definitions

Hourly compensation figures have been rounded to the nearest cent. Annual compensation figures have been rounded to the nearest dollar. Percentage figures have been rounded to the nearest tenth of a percentage. The following statistical measures are included in the data analysis:

General Salary Budget Increase	The amount of increase in payroll due to merit increases, cost-of-living increases, and promotional increases.
Pay Range Adjustment Budget	The amount of increase to formal base pay ranges.
Annual Turnover Rate	$[(\text{Total Terminations} / \text{Average Total Number of Full-time and Part-time Employees}) \times 100]$.
Ratio of HR Staff to Total Employees	Total Number of HR Staff to the Total Number of Full-time and Part-time Employees.
Degree of Match	The percent of organizations reporting that their job's responsibilities are equal to, greater than, or less than the survey job's responsibilities.
Number of Responses	The number of organizations reporting a match for the survey position.
Number of Employees	The number of individual employees matched to the survey position reported by all organizations.
Average (Mean)	The sum of all the rates reported divided by the number of organizations reporting data.
P25 (25th Percentile)	The rate within the sample that is higher than 25% of all the rates reported.
P50 (50th Percentile)	The rate within the sample that is the middle value of all the rates reported (also known as the median).
P75 (75th Percentile)	The rate within the sample that is higher than 75% of all the rates reported.
Range Minimum	The minimum rate of the formal pay scale or range. This is the lowest rate an organization will pay an employee in the position.
Range Maximum	The maximum rate of the formal pay scale or range. This is the highest rate an organization will pay an employee in the position.



Survey Definitions (Page 2)

Hourly / Annual Rate of Pay	The actual average base pay rate as of February 1, 2007.
Actual Lowest Paid	The actual lowest rate of pay for employees currently in the position.
Actual Highest Paid	The actual highest rate of pay for employees currently in the position.
Incentive Paid in 2006	The average incentive paid in 2006 to all employees currently in the position.
FLSA Status	The percentage of organizations in the survey with position incumbents exempt or non-exempt from overtime payments as defined by the Fair Labor Standards Act (FLSA).
Union Status	The percentage of respondents in the survey with position incumbents that belong to a formal bargaining unit recognized under the National Labor Relations Act (NLRA).
Shift Differential Paid	The percentage of respondents in the survey with position incumbents that are eligible for a shift differential when working evenings, nights, weekends, or holidays.
σ	The standard deviation of the data in the sample. This indicates the amount of variability or "spread" within the sample in question.



Data Reporting Methodology

Compensation, pay range information, and general position information is presented for each individual job for all incumbents in four separate tables. The first table provides an overall statistical analysis for all organizations reporting matches for the job. The second table shows FLSA status. The third table presents union data. Finally, the fourth table indicates shift differentials paid.



Department of Justice Safe Harbor Guidelines

To ensure the confidentiality of all data and compliance with Department of Justice guidelines, a minimum number of responses is required in order for statistics of data to be provided. Five organizations must report data for a variable in order for percentile and average compensation data to be provided. ***** is displayed when there are insufficient response data for a position. It is possible that no data are presented in a given category even though the number of employees is greater than five. This occurs when the incumbents reported represent fewer than five participating organizations. It may also be possible for data to be displayed when it appears as if there are not enough employees (5) in the job. This occurs when at least five organizations report data but one or more organizations do not report any employees currently in the position.

Department of Justice Safe Harbor Guidelines also require that all data presented be a minimum of three months old.



Using Survey Data in Your Analyses

When comparing survey results to your current compensation levels, be sure to take note of the following:

- Base matches on job content rather than job title.
- Consider reporting relationships and years of experience when matching jobs to survey positions.
- Select positions and appropriate statistics wisely. In general, the average (mean) pay is a slightly higher figure than 50th percentile (median). Fiftieth (50th) percentile pay is the “middle” rate and is selected for use by many compensation professionals since it is less easily influenced by extremes. However, some organizations have a “market leader” compensation philosophy and instead use the 75th percentile.
- Age the data accordingly by increasing the survey data by a factor to bring it to the present. Alternatively, consider comparisons based on your own salaries being effective at the “as-of” date of the survey – February 1, 2007.
- Remember that where the number of participants in a given cut of data is low, use the statistics with caution. Smaller data sets are more easily influenced by extremes.



Aging Survey Data

Salaries in the market, as well as your own organization, are constantly moving due to merit and promotional increases, newly-hired employees, and termination of employees. In order to determine how your organization's rates of pay compare to the market, it is necessary to look at both sets of data at a specific point in time. This "snapshot" approach is accomplished by aging the survey data to the point in time of the market review.

Survey data can be aged to the current date to compare it to your organization's current rates of pay. In addition, survey data can be aged to a point of time in the future to estimate pay levels for the coming year.

The first step in aging data is to choose the point in time to be used. Once this is decided, the next step is to determine the percent to utilize in approximating competitive wage movement during the period of time in question. Merit increase budget percentages for 2007 can be found on Page 11.

To perform the aging calculation, first take the annual wage movement figure and divide it by 12 to determine the monthly wage movement amount. Next, determine the number of months between the effective date of the survey data and the point in time to which you wish to age the survey data. Multiply these two numbers together to determine the appropriate aging factor. Multiply this aging factor by the survey data to produce aged data.



Sample Aging Problem

Step 1: Determine the point in time to be used.

The data in this survey have an effective date of February 1, 2007. I need to know what the projected rate would be on September 1, 2007.

Step 2: Determine the wage movement percent.

My research shows that wages are moving, on average, 4% per year.

Step 3: Determine the aging factor.

Between February 1 and September 1 is 7 months.

$4\% \text{ movement} * (7 \text{ months} / 12 \text{ months in a year}) = 2.3\%$

Step 4: Apply the aging factor.

If the survey indicates that the 50th percentile for a given job on February 1, 2007 is \$20.00, the projected rate on September 1, 2007 is \$20.47. Use \$20.47 to compare to your organization's rate of pay on September 1, 2007.



Job Family:

Accounting / Finance

1-Accounting Clerk

Records and processes daily financial activities to ensure appropriate entries are made and internal controls are adhered to.

Degree of Match	
More	16.7%
Equal	75.0%
Less	8.3%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	19	18	26	25	25	3
	Number of Employees	54	54	74	69	69	8
	Average	\$11.27	\$16.89	\$14.87	\$14.36	\$15.29	*****
	P25	\$9.79	\$15.00	\$13.04	\$13.00	\$13.15	*****
	P50	\$12.00	\$16.11	\$15.13	\$14.50	\$15.25	*****
	P75	\$13.00	\$18.40	\$16.24	\$15.78	\$16.95	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						12.0%
	Non-union						88.0%
Shift Differential Paid	Shift Differential Paid						9.1%
	No Differential						90.9%

2-Accounts Payable Manager

Manages the activities and personnel of the accounts payable section of the company.

Degree of Match	
More	0.0%
Equal	55.6%
Less	44.4%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	5	6	10	10	10	1
	Number of Employees	5	6	10	10	10	1
	Average	\$31,896	\$42,020	\$36,989	\$36,989	\$36,989	*****
	P25	\$27,040	\$31,560	\$30,664	\$30,664	\$30,664	*****
	P50	\$28,496	\$36,600	\$34,154	\$34,154	\$34,154	*****
	P75	\$33,280	\$42,697	\$37,877	\$37,877	\$37,877	*****
FLSA Status	Exempt						50.0%
	Non-exempt						50.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

3-Accounts Receivable Manager

Manages the activities and the personnel of accounts receivable section of the company.

Degree of Match	
More	25.0%
Equal	50.0%
Less	25.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	5	6	8	8	8	2
	Number of Employees	6	7	9	9	9	2
	Average	\$15.73	\$20.79	\$18.48	\$18.26	\$18.70	*****
	P25	\$13.00	\$15.00	\$15.49	\$15.49	\$15.49	*****
	P50	\$13.31	\$17.94	\$16.18	\$16.18	\$16.18	*****
	P75	\$15.73	\$21.06	\$18.34	\$18.34	\$18.34	*****
FLSA Status	Exempt						37.5%
	Non-exempt						62.5%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

4-Bookkeeper

Maintains a complete and systematic set of records of business transactions. Balances general or subsidiary ledgers and prepares reports to show receipts, expenditures, accounts receivable and payable, and various other items pertinent to the operation of a business.

Degree of Match	
More	38.5%
Equal	53.8%
Less	7.7%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	12	12	13	12	12	3
	Number of Employees	18	18	21	19	19	3
	Average	\$14.28	\$22.27	\$19.32	\$18.56	\$19.26	*****
	P25	\$12.75	\$16.75	\$15.58	\$15.05	\$15.70	*****
	P50	\$13.43	\$19.68	\$19.88	\$17.68	\$18.71	*****
	P75	\$17.24	\$24.62	\$24.52	\$20.97	\$22.68	*****
FLSA Status	Exempt						35.7%
	Non-exempt						64.3%
Union Status	Union						15.4%
	Non-union						84.6%
Shift Differential Paid	Shift Differential Paid						8.3%
	No Differential						91.7%

5-General Accounting Manager

Manages general accounting functions and the preparation of reports and statistics reflecting earnings, profits, cash balances, and other financial results.

Degree of Match	
More	22.2%
Equal	61.1%
Less	16.7%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	13	13	20	19	19	6
	Number of Employees	13	14	23	21	21	6
	Average	\$45,535	\$73,884	\$66,632	\$65,063	\$66,284	\$8,429
	P25	\$32,240	\$54,347	\$49,977	\$49,951	\$49,951	\$3,374
	P50	\$45,702	\$62,400	\$63,606	\$61,298	\$62,400	\$6,772
	P75	\$52,089	\$78,134	\$79,899	\$74,250	\$76,804	\$9,950
FLSA Status	Exempt						90.0%
	Non-exempt						10.0%
Union Status	Union						5.0%
	Non-union						95.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

6-Payroll Clerk

Calculates employee hours worked and earnings. Calculates tax deductions using standard tables. Makes authorized deductions. Prepares and maintains related reports and records.

Degree of Match	
More	23.1%
Equal	69.2%
Less	7.7%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	12	13	17	17	17	1
	Number of Employees	14	15	19	19	19	1
	Average	\$11.80	\$17.66	\$16.10	\$15.98	\$16.21	*****
	P25	\$10.38	\$16.00	\$15.03	\$14.50	\$15.25	*****
	P50	\$12.25	\$17.17	\$15.92	\$15.92	\$16.30	*****
	P75	\$14.06	\$18.68	\$16.98	\$16.98	\$16.98	*****
FLSA Status	Exempt						11.8%
	Non-exempt						88.2%
Union Status	Union						17.6%
	Non-union						82.4%
Shift Differential Paid	Shift Differential Paid						12.5%
	No Differential						87.5%

7-Payroll Manager

Manages the preparation and distribution of the organization's hourly and salaried payrolls for single or multiple locations.

Degree of Match	
More	25.0%
Equal	62.5%
Less	12.5%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	8	8	10	10	10	1
	Number of Employees	8	8	10	10	10	1
	Average	\$37,804	\$59,331	\$49,263	\$49,263	\$49,263	*****
	P25	\$33,777	\$49,265	\$40,758	\$40,758	\$40,758	*****
	P50	\$35,681	\$52,595	\$46,779	\$46,779	\$46,779	*****
	P75	\$41,407	\$64,650	\$51,745	\$51,745	\$51,745	*****
FLSA Status	Exempt						80.0%
	Non-exempt						20.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

Job Family:

Administrative

8-Administrative Assistant

Performs secretarial support duties to middle management including handling confidential correspondence and full clerical, administrative, and general office duties. Exercises discretion and initiative.

Degree of Match	
More	25.9%
Equal	66.7%
Less	7.4%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	23	23	32	32	32	4
	Number of Employees	92	92	111	111	111	8
	Average	\$12.56	\$19.22	\$15.94	\$15.29	\$16.53	*****
	P25	\$10.69	\$16.35	\$13.99	\$13.48	\$14.00	*****
	P50	\$13.00	\$18.00	\$15.51	\$14.26	\$16.57	*****
	P75	\$14.34	\$24.36	\$17.47	\$17.40	\$17.66	*****
FLSA Status	Exempt						16.1%
	Non-exempt						83.9%
Union Status	Union						9.7%
	Non-union						90.3%
Shift Differential Paid	Shift Differential Paid						10.3%
	No Differential						89.7%

9-Office Manager

Supervises office activities to achieve optimum utilization of equipment and employee productivity.

Degree of Match	
More	23.1%
Equal	61.5%
Less	15.4%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	10	9	14	14	14	2
	Number of Employees	14	14	30	30	30	2
	Average	\$34,662	\$48,956	\$39,916	\$38,379	\$42,961	*****
	P25	\$28,314	\$40,000	\$29,730	\$29,730	\$29,730	*****
	P50	\$35,035	\$43,680	\$38,771	\$35,714	\$38,771	*****
	P75	\$40,834	\$50,648	\$47,163	\$43,875	\$48,064	*****
FLSA Status	Exempt						85.7%
	Non-exempt						14.3%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

10-Operations Manager (Non-manufacturing)

Manages the day-to-day operation of a segment of the organization's operations in non-manufacturing environments in compliance with established policies and procedures.

Degree of Match	
More	33.3%
Equal	66.7%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	7	7	11	11	11	4
	Number of Employees	18	18	28	28	28	8
	Average	\$51,081	\$80,117	\$78,307	\$71,921	\$83,964	*****
	P25	\$32,656	\$56,215	\$47,325	\$43,129	\$50,656	*****
	P50	\$37,440	\$62,400	\$68,640	\$49,000	\$68,640	*****
P75	\$69,108	\$93,267	\$104,936	\$93,090	\$126,048	*****	
FLSA Status	Exempt						100.0%
	Non-exempt						0.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

11-Receptionist / Telephone Operator

Greets visitors at office entrance. Directs them to proper locations.
 Places phone calls. Routes incoming calls to requested destination.
 Maintains related records. May do light typing and data entry.

Degree of Match	
More	25.0%
Equal	67.9%
Less	7.1%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	23	24	31	31	31	5
	Number of Employees	296	298	311	311	311	7
	Average	\$10.27	\$15.13	\$12.36	\$11.94	\$12.83	\$370
	P25	\$9.21	\$13.24	\$10.89	\$10.48	\$11.00	\$300
	P50	\$10.00	\$14.00	\$12.52	\$12.12	\$12.82	\$300
	P75	\$11.75	\$15.81	\$13.02	\$12.95	\$13.75	\$500
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						10.0%
	Non-union						90.0%
Shift Differential Paid	Shift Differential Paid						6.9%
	No Differential						93.1%

12-Secretary

Performs secretarial duties that may require considerable experience, skill and knowledge of organization policies and practices. Prepares and composes correspondence, memoranda, reports, etc.

Degree of Match	
More	25.0%
Equal	62.5%
Less	12.5%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	14	14	18	17	17	2
	Number of Employees	77	77	109	107	107	7
	Average	\$12.82	\$19.33	\$16.94	\$15.71	\$18.26	*****
	P25	\$10.28	\$16.70	\$14.88	\$13.50	\$16.83	*****
	P50	\$13.71	\$18.60	\$16.60	\$14.86	\$18.00	*****
	P75	\$14.94	\$22.47	\$18.90	\$18.90	\$19.23	*****
FLSA Status	Exempt						16.7%
	Non-exempt						83.3%
Union Status	Union						5.6%
	Non-union						94.4%
Shift Differential Paid	Shift Differential Paid						17.6%
	No Differential						82.4%

Job Family:

Engineering



13-Engineer I

Designs and develops components for engineering projects under direct supervision. Provides some technical guidance to technicians.

Degree of Match	
More	16.7%
Equal	58.3%
Less	25.0%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	9	9	15	13	13	2
	Number of Employees	32	31	84	74	74	4
	Average	\$43,774	\$60,957	\$51,615	\$47,543	\$59,792	*****
	P25	\$41,600	\$54,080	\$48,963	\$42,099	\$54,746	*****
	P50	\$42,494	\$57,990	\$51,147	\$48,131	\$57,990	*****
	P75	\$48,214	\$67,766	\$55,214	\$51,501	\$66,560	*****
FLSA Status	Exempt						80.0%
	Non-exempt						20.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

14-Senior Engineer

Designs and develops portions of major engineering projects under general supervision. Provides technical support to other departments. May supervise technicians and lower-level engineers. Bachelor's degree and equivalent plus 6-8 years of experience.

Degree of Match	
More	18.8%
Equal	68.8%
Less	12.5%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	10	9	19	18	18	5
	Number of Employees	28	28	61	51	51	9
	Average	\$59,012	\$80,773	\$70,987	\$67,343	\$75,326	\$7,963
	P25	\$45,495	\$65,000	\$56,046	\$54,267	\$57,746	\$2,794
	P50	\$61,613	\$81,640	\$70,720	\$68,496	\$75,920	\$5,000
	P75	\$67,099	\$94,200	\$78,858	\$74,192	\$85,831	\$9,472
FLSA Status	Exempt						89.5%
	Non-exempt						10.5%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

Job Family:

Healthcare

15-Certified Nursing Assistant

Performs various patient care activities and related nonprofessional services necessary in caring for the personal needs and comfort of patients.

Degree of Match	
More	25.0%
Equal	75.0%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	4	4	5	4	4	0
	Number of Employees	342	342	343	271	271	0
	Average	*****	*****	\$11.60	*****	*****	*****
	P25	*****	*****	\$10.41	*****	*****	*****
	P50	*****	*****	\$11.39	*****	*****	*****
P75	*****	*****	\$13.43	*****	*****	*****	
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						50.0%
	Non-union						50.0%
Shift Differential Paid	Shift Differential Paid						75.0%
	No Differential						25.0%

16-Health Aides / Orderlies

Provides personal care and homemaking services under the supervision of a registered nurse.

Degree of Match	
More	100.0%
Equal	0.0%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	1	1	1	1	1	0
	Number of Employees	83	83	83	83	83	0
	Average	*****	*****	*****	*****	*****	*****
	P25	*****	*****	*****	*****	*****	*****
	P50	*****	*****	*****	*****	*****	*****
	P75	*****	*****	*****	*****	*****	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						100.0%
	No Differential						0.0%

17-Licensed Practical Nurse

Under direction of qualified professional nurse, participates in planning, implementing, and evaluating nursing care, according to prescribed objectives, standards, and policies. Completion of course in practical nursing, plus state licensure.

Degree of Match	
More	50.0%
Equal	50.0%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	5	5	5	4	4	1
	Number of Employees	95	95	95	81	81	2
	Average	\$14.64	\$21.46	\$17.73	*****	*****	*****
	P25	\$13.00	\$18.90	\$16.89	*****	*****	*****
	P50	\$13.54	\$21.46	\$17.83	*****	*****	*****
	P75	\$16.00	\$23.08	\$18.76	*****	*****	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						20.0%
	Non-union						80.0%
Shift Differential Paid	Shift Differential Paid						80.0%
	No Differential						20.0%

18-Medical Records Technician

In accordance with established procedures, abstracts clinical information from a variety of medical records and assigns appropriate ICD 9 CM and/or CPT codes to patient records.

Degree of Match	
More	33.3%
Equal	66.7%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	3	3	3	3	3	1
	Number of Employees	107	107	107	107	107	10
	Average	*****	*****	*****	*****	*****	*****
	P25	*****	*****	*****	*****	*****	*****
	P50	*****	*****	*****	*****	*****	*****
	P75	*****	*****	*****	*****	*****	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						33.3%
	Non-union						66.7%
Shift Differential Paid	Shift Differential Paid						33.3%
	No Differential						66.7%

19-Registered Nurse

Provides professional nursing care for the comfort and well-being of patients. Prepares equipment and assists physician during examinations and treatments. Administers prescribed medications, changes dressings, cleans wounds, and monitors patient vital signs. Observes and maintains records on patient care, condition, reaction, and progress.

Degree of Match	
More	14.3%
Equal	71.4%
Less	14.3%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	6	6	8	7	7	1
	Number of Employees	833	833	835	610	610	3
	Average	\$41,528	\$63,867	\$52,686	\$46,356	\$58,553	*****
	P25	\$39,279	\$59,335	\$42,619	\$37,742	\$51,355	*****
	P50	\$42,990	\$65,630	\$53,227	\$40,872	\$54,620	*****
	P75	\$44,460	\$68,835	\$58,617	\$52,080	\$68,084	*****
FLSA Status	Exempt						25.0%
	Non-exempt						75.0%
Union Status	Union						14.3%
	Non-union						85.7%
Shift Differential Paid	Shift Differential Paid						57.1%
	No Differential						42.9%

Job Family:

Human Resources

20-Compensation and Benefits Manager

Performs assignments in the administration of the compensation and benefits programs of the organization.

Degree of Match	
More	0.0%
Equal	66.7%
Less	33.3%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	2	2	3	3	3	0
	Number of Employees	2	2	3	3	3	0
	Average	*****	*****	*****	*****	*****	*****
	P25	*****	*****	*****	*****	*****	*****
	P50	*****	*****	*****	*****	*****	*****
FLSA Status	Exempt						100.0%
	Non-exempt						0.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

21-Human Resource Generalist

Performs a wide range of personnel duties, including interviewing and screening applicants, advising supervisors on application of policy, counseling employees, preparing job descriptions, processing suggestions, investigating grievances or complaints and preparing a variety of reports under the direction of a higher personnel official.

Degree of Match	
More	23.8%
Equal	66.7%
Less	9.5%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	17	18	25	25	25	2
	Number of Employees	26	27	37	37	37	3
	Average	\$34,989	\$52,501	\$42,581	\$41,468	\$43,646	*****
	P25	\$31,200	\$43,987	\$36,109	\$35,360	\$36,109	*****
	P50	\$33,987	\$50,107	\$39,998	\$39,998	\$39,998	*****
	P75	\$38,833	\$59,296	\$50,045	\$50,045	\$50,690	*****
FLSA Status	Exempt						84.0%
	Non-exempt						16.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

22-Human Resource Manager

Manager-level position involving direct supervision of one or more employees and responsibility for a wide range of personnel activities. Reports to president, general manager, or other chief operating officer.

Degree of Match	
More	33.3%
Equal	63.0%
Less	3.7%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	20	19	29	29	29	9
	Number of Employees	19	19	29	29	29	9
	Average	\$50,844	\$78,357	\$67,042	\$67,042	\$67,042	\$6,546
	P25	\$42,750	\$62,400	\$56,930	\$56,930	\$56,930	\$3,408
	P50	\$51,948	\$76,761	\$65,811	\$65,811	\$65,811	\$5,000
	P75	\$59,173	\$93,453	\$76,863	\$76,863	\$76,863	\$8,700
FLSA Status	Exempt						90.0%
	Non-exempt						10.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						3.6%
	No Differential						96.4%

23-Safety Director

Responsible for division-level safety program. Oversees inspections, conducts safety audits, recommends corrective measures, oversees safety training. Responsible for emergency preparedness, evacuation procedures, and development of work safety standards.

Degree of Match	
More	22.2%
Equal	55.6%
Less	22.2%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	7	7	11	11	11	0
	Number of Employees	7	7	11	11	11	0
	Average	\$44,796	\$60,832	\$54,712	\$54,712	\$54,712	*****
	P25	\$40,700	\$55,407	\$44,814	\$44,814	\$44,814	*****
	P50	\$42,224	\$62,400	\$59,176	\$59,176	\$59,176	*****
	P75	\$51,627	\$65,572	\$63,721	\$63,721	\$63,721	*****
FLSA Status	Exempt						100.0%
	Non-exempt						0.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

Job Family:

Information Technology

24-Computer Help Desk Technician

Initial phone or e-mail contact person for first-level corrective action involving computer workstation hardware and software problems. Responsible for tracing and documenting issues and their solutions, and troubleshooting and researching problems for internal or external customers.

Degree of Match	
More	30.8%
Equal	61.5%
Less	7.7%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	10	11	14	13	13	2
	Number of Employees	21	22	29	27	27	2
	Average	\$14.24	\$22.19	\$19.59	\$18.87	\$20.36	*****
	P25	\$13.00	\$19.45	\$16.76	\$16.43	\$17.75	*****
	P50	\$14.55	\$23.85	\$19.45	\$19.08	\$20.37	*****
	P75	\$16.55	\$25.51	\$22.97	\$22.50	\$23.00	*****
FLSA Status	Exempt						35.7%
	Non-exempt						64.3%
Union Status	Union						7.1%
	Non-union						92.9%
Shift Differential Paid	Shift Differential Paid						15.4%
	No Differential						84.6%

25-Network Administrator

Sets up and maintains organization's computer network, including configuration of file servers and terminals, selection and installation of equipment and software, and troubleshooting. Reviews and resolves hardware/software problems; installs new hardware and software upgrades; provides user help desk support.

Degree of Match	
More	20.0%
Equal	75.0%
Less	5.0%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	15	16	24	24	24	2
	Number of Employees	24	25	39	39	39	2
	Average	\$44,303	\$64,652	\$56,475	\$53,924	\$58,889	*****
	P25	\$36,983	\$60,830	\$48,232	\$43,883	\$48,232	*****
	P50	\$43,992	\$63,773	\$56,337	\$53,134	\$58,323	*****
	P75	\$49,831	\$71,213	\$65,146	\$62,504	\$67,891	*****
FLSA Status	Exempt						70.8%
	Non-exempt						29.2%
Union Status	Union						4.3%
	Non-union						95.7%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

26-PC Maintenance Technician

Identifies and repairs microcomputer hardware and peripheral components such as monitors, keyboards, printers, and disk drives. Troubleshoots and resolves end-user problems and ensures correct operation of personal computers.

Degree of Match	
More	42.9%
Equal	57.1%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	5	5	7	7	7	1
	Number of Employees	11	11	14	14	14	1
	Average	\$37,332	\$51,462	\$40,186	\$38,899	\$40,436	*****
	P25	\$35,000	\$49,920	\$36,710	\$33,116	\$37,282	*****
	P50	\$41,600	\$50,649	\$40,997	\$40,997	\$40,997	*****
	P75	\$41,662	\$54,145	\$47,923	\$47,454	\$47,923	*****
FLSA Status	Exempt						28.6%
	Non-exempt						71.4%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

Job Family:

Maintenance

27-General Laborer

Performs a variety of general manual labor tasks, including, but not limited to, lifting and moving materials, loading and unloading vehicles, digging and refilling holes, and other activities in a helping or assisting mode.

Degree of Match	
More	33.3%
Equal	58.3%
Less	8.3%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	11	11	13	13	13	1
	Number of Employees	111	111	118	118	118	7
	Average	\$12.61	\$16.64	\$14.59	\$13.49	\$15.91	*****
	P25	\$10.51	\$14.71	\$12.00	\$10.71	\$13.84	*****
	P50	\$12.47	\$16.27	\$13.84	\$13.50	\$14.62	*****
	P75	\$14.42	\$19.55	\$17.31	\$15.20	\$19.65	*****
FLSA Status	Exempt						7.7%
	Non-exempt						92.3%
Union Status	Union						30.8%
	Non-union						69.2%
Shift Differential Paid	Shift Differential Paid						41.7%
	No Differential						58.3%

28-General Maintenance Mechanic

Repairs and maintains physical structures, under supervision, using hand and power tools. Paints structures, performs masonry work, repairs plumbing fixtures and woodwork. Makes repairs to tools and equipment. Installs and maintains fixtures, motors, and other electrical / mechanical equipment.

Degree of Match	
More	23.1%
Equal	65.4%
Less	11.5%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	24	24	33	30	30	4
	Number of Employees	158	158	207	195	195	13
	Average	\$15.15	\$20.56	\$18.83	\$17.76	\$20.23	*****
	P25	\$12.81	\$18.60	\$17.25	\$15.55	\$18.33	*****
	P50	\$15.65	\$21.00	\$18.75	\$17.25	\$21.00	*****
	P75	\$17.11	\$23.00	\$20.50	\$19.93	\$21.95	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						34.4%
	Non-union						65.6%
Shift Differential Paid	Shift Differential Paid						46.7%
	No Differential						53.3%

29-Janitor

Sweeps, mops, and does general cleaning in office or plant.

Degree of Match	
More	22.7%
Equal	72.7%
Less	4.5%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	19	19	27	25	25	4
	Number of Employees	143	143	181	154	154	4
	Average	\$9.92	\$13.17	\$11.38	\$11.04	\$12.27	*****
	P25	\$8.38	\$11.18	\$9.34	\$8.67	\$10.00	*****
	P50	\$9.00	\$12.50	\$10.77	\$10.20	\$11.78	*****
	P75	\$10.80	\$14.64	\$13.05	\$13.58	\$14.62	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						24.0%
	Non-union						76.0%
Shift Differential Paid	Shift Differential Paid						30.4%
	No Differential						69.6%

30-Maintenance Supervisor

Supervises maintenance of buildings, grounds, equipment, and machinery. Investigates and resolves maintenance problems. Directs construction, maintenance, and repair activities including carpentry, plumbing, electricity, power, and janitorial services.

Degree of Match	
More	11.8%
Equal	76.5%
Less	11.8%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	17	16	23	23	23	0
	Number of Employees	19	19	28	28	28	0
	Average	\$42,991	\$60,792	\$57,581	\$56,780	\$58,385	*****
	P25	\$34,632	\$49,925	\$50,773	\$48,859	\$51,563	*****
	P50	\$45,494	\$63,773	\$58,011	\$58,011	\$58,427	*****
	P75	\$48,214	\$70,190	\$63,066	\$63,066	\$63,066	*****
FLSA Status	Exempt						81.8%
	Non-exempt						18.2%
Union Status	Union						4.5%
	Non-union						95.5%
Shift Differential Paid	Shift Differential Paid						10.5%
	No Differential						89.5%

Job Family:

Marketing / Sales

31-Customer Service / Call Center Representative

Investigates and resolves customers' problems. Receives requests by telephone or mail. Receives and processes orders from customers. Answers questions. Arranges for pickup or delivery of products. Adjusts errors.

Degree of Match	
More	25.0%
Equal	65.0%
Less	10.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	16	17	24	23	23	6
	Number of Employees	209	212	268	250	250	100
	Average	\$11.46	\$17.57	\$15.14	\$13.68	\$16.80	\$1,429
	P25	\$9.93	\$15.44	\$13.64	\$11.39	\$15.44	\$549
	P50	\$11.19	\$16.63	\$15.08	\$14.06	\$15.99	\$1,323
	P75	\$12.90	\$19.47	\$16.64	\$14.98	\$18.10	\$1,535
FLSA Status	Exempt						8.7%
	Non-exempt						91.3%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						10.0%
	No Differential						90.0%

32-Sales Representative

Sells company's products and services by calling on prospective and established customers. Maintains sales programs within assigned territory by keeping customers informed about available services, supplies, prices, and new products. Responsible for meeting established sales quota by obtaining and renewing orders.

Degree of Match	
More	7.7%
Equal	84.6%
Less	7.7%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	10	11	17	15	15	6
	Number of Employees	44	46	148	115	115	26
	Average	\$38,174	\$59,146	\$57,923	\$47,822	\$66,819	\$7,918
	P25	\$28,798	\$43,498	\$40,000	\$31,304	\$42,390	\$2,109
	P50	\$37,499	\$50,003	\$50,003	\$40,000	\$62,400	\$4,875
	P75	\$47,003	\$65,366	\$71,406	\$56,961	\$82,871	\$8,725
FLSA Status	Exempt						87.5%
	Non-exempt						12.5%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

Job Family:

Manufacturing and Warehousing



33-CNC Operator

Operates a variety of CNC machine tools. Produces parts, in addition to monitoring quality.

Degree of Match	
More	25.0%
Equal	75.0%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	10	10	13	12	12	1
	Number of Employees	102	102	169	144	144	2
	Average	\$12.33	\$19.55	\$17.95	\$15.54	\$19.81	*****
	P25	\$9.53	\$18.17	\$16.17	\$13.51	\$17.06	*****
	P50	\$12.61	\$18.96	\$18.23	\$15.82	\$20.24	*****
	P75	\$14.33	\$20.74	\$19.50	\$17.37	\$21.72	*****
FLSA Status	Exempt						7.7%
	Non-exempt						92.3%
Union Status	Union						30.8%
	Non-union						69.2%
Shift Differential Paid	Shift Differential Paid						63.6%
	No Differential						36.4%

34-Forklift Operator

Moves, stacks, and/or tiers materials, using gas or electric lift truck to transport, raise, and place load. Moves materials, machinery, or skids. May load, or stock materials, using gas or electric power truck.

Degree of Match	
More	18.2%
Equal	54.5%
Less	27.3%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	10	10	14	13	13	1
	Number of Employees	120	120	180	173	173	4
	Average	\$11.95	\$16.36	\$14.00	\$12.16	\$14.91	*****
	P25	\$10.70	\$15.81	\$12.43	\$10.96	\$13.62	*****
	P50	\$11.88	\$16.05	\$14.26	\$12.30	\$15.12	*****
	P75	\$12.76	\$17.07	\$16.07	\$14.52	\$16.06	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						15.4%
	Non-union						84.6%
Shift Differential Paid	Shift Differential Paid						58.3%
	No Differential						41.7%

35-Machine Operator

Sets-up and operates a wide variety of metal forming equipment. Work to be performed per shop drawing specifications.

Degree of Match	
More	14.3%
Equal	50.0%
Less	35.7%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	15	15	18	17	17	4
	Number of Employees	445	445	482	473	473	104
	Average	\$12.08	\$17.96	\$15.09	\$12.37	\$17.42	*****
	P25	\$10.76	\$16.10	\$13.54	\$10.50	\$15.55	*****
	P50	\$12.00	\$17.28	\$15.05	\$12.00	\$16.99	*****
	P75	\$13.13	\$19.28	\$16.32	\$14.56	\$19.09	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						29.4%
	Non-union						70.6%
Shift Differential Paid	Shift Differential Paid						88.2%
	No Differential						11.8%

36-Machinist

Produces replacement and new parts in making repairs to metal parts in mechanical equipment. Fabricates metal parts for experimental apparatus or prototype equipment, working from drawings and written instructions.

Degree of Match	
More	20.0%
Equal	80.0%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	6	6	6	6	6	0
	Number of Employees	21	21	21	21	21	0
	Average	\$13.85	\$19.63	\$17.53	\$16.81	\$18.16	*****
	P25	\$12.25	\$17.04	\$15.93	\$15.51	\$16.32	*****
	P50	\$15.05	\$20.15	\$17.73	\$16.14	\$18.67	*****
	P75	\$15.44	\$22.13	\$18.85	\$17.88	\$19.69	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						33.3%
	Non-union						66.7%
Shift Differential Paid	Shift Differential Paid						50.0%
	No Differential						50.0%

37-Packers / Packagers (hand)

Performs manual packaging operations to fill, mark, label, band, tie, pack and/or wrap containers with products and materials. Observes operations and inspects packaged items for conformance with specifications. Tallies, weighs, transports, stacks and arranges products and packed containers.

Degree of Match	
More	27.3%
Equal	72.7%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	10	10	13	12	12	2
	Number of Employees	303	303	345	332	332	16
	Average	\$10.39	\$14.06	\$12.83	\$11.82	\$13.38	*****
	P25	\$9.09	\$11.98	\$10.69	\$9.00	\$11.28	*****
	P50	\$9.58	\$12.96	\$11.09	\$10.42	\$12.31	*****
	P75	\$10.32	\$15.80	\$15.89	\$14.23	\$14.29	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						15.4%
	Non-union						84.6%
Shift Differential Paid	Shift Differential Paid						45.5%
	No Differential						54.5%

38-Plant Manager

Directs and coordinates activities of an industrial plant to obtain optimum efficiency, economy of operations, and maximized profits.

Degree of Match	
More	16.7%
Equal	50.0%
Less	33.3%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	13	14	21	21	21	7
	Number of Employees	15	16	23	23	23	7
	Average	\$64,671	\$100,724	\$80,536	\$80,016	\$81,056	\$10,861
	P25	\$45,000	\$63,471	\$60,389	\$60,389	\$60,389	\$5,600
	P50	\$53,331	\$84,300	\$76,627	\$76,627	\$76,627	\$7,000
	P75	\$74,984	\$137,669	\$103,750	\$102,502	\$104,000	\$9,503
FLSA Status	Exempt						100.0%
	Non-exempt						0.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

39-Production Assembler

Assembles mechanical units or fabricated parts at bench to make relatively large or heavy subassemblies or complete units using hand tools, jigs, fixtures, and miscellaneous light power tools and equipment.

Degree of Match

More	36.4%
Equal	63.6%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	11	11	15	14	14	0
	Number of Employees	427	427	652	618	618	0
	Average	\$10.34	\$15.37	\$12.53	\$10.36	\$14.18	*****
	P25	\$9.00	\$13.49	\$10.91	\$9.06	\$11.80	*****
	P50	\$9.54	\$14.97	\$12.74	\$10.00	\$13.24	*****
	P75	\$10.48	\$16.60	\$13.36	\$10.62	\$16.23	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						28.6%
	Non-union						71.4%
Shift Differential Paid	Shift Differential Paid						33.3%
	No Differential						66.7%



40-Production Planner

Schedules and coordinates the flow of work within or between departments of manufacturing plant to expedite production.

Degree of Match	
More	12.5%
Equal	87.5%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	7	7	10	10	10	1
	Number of Employees	17	17	25	25	25	4
	Average	\$36,638	\$51,384	\$47,308	\$45,451	\$49,234	*****
	P25	\$28,319	\$39,915	\$37,050	\$36,816	\$41,189	*****
	P50	\$29,120	\$45,760	\$43,462	\$42,068	\$45,490	*****
	P75	\$46,042	\$59,894	\$59,139	\$57,571	\$61,283	*****
FLSA Status	Exempt						55.6%
	Non-exempt						44.4%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

41-Production Supervisor

Supervises a combination of two or more of the following: assembly, manufacturing, fabricating, processing, packaging, foundry, inspection, or other production and processing employees.

Degree of Match	
More	10.0%
Equal	85.0%
Less	5.0%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	17	18	25	24	24	6
	Number of Employees	61	63	98	95	95	8
	Average	\$41,570	\$65,804	\$51,024	\$46,549	\$56,072	\$1,547
	P25	\$36,256	\$55,370	\$42,141	\$40,113	\$49,764	\$275
	P50	\$41,850	\$64,875	\$50,003	\$47,892	\$54,694	\$813
	P75	\$48,000	\$75,150	\$57,304	\$53,139	\$63,690	\$2,569
FLSA Status	Exempt						88.0%
	Non-exempt						12.0%
Union Status	Union						4.2%
	Non-union						95.8%
Shift Differential Paid	Shift Differential Paid						4.8%
	No Differential						95.2%

42-Purchasing Manager

Directs the procurement of materials, components, supplies, equipment, and services at favorable cost consistent with schedule and specifications. Develops sources of supply. Supervises and trains buyers, expeditors, and clerks.

Degree of Match	
More	12.5%
Equal	56.3%
Less	31.3%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	10	11	19	19	19	2
	Number of Employees	10	11	22	22	22	2
	Average	\$58,109	\$77,828	\$70,367	\$69,696	\$71,424	*****
	P25	\$45,525	\$62,130	\$54,548	\$54,548	\$54,548	*****
	P50	\$52,666	\$74,880	\$68,349	\$67,600	\$68,349	*****
	P75	\$65,822	\$85,000	\$83,221	\$83,221	\$89,877	*****
FLSA Status	Exempt						100.0%
	Non-exempt						0.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						6.3%
	No Differential						93.8%

43-Quality Control Inspectors

Performs repetitive, simple inspections following standardized methods visually or using set gauges.

Degree of Match	
More	16.7%
Equal	77.8%
Less	5.6%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	15	16	22	21	21	2
	Number of Employees	57	60	92	88	88	4
	Average	\$13.21	\$19.19	\$16.86	\$16.01	\$17.93	*****
	P25	\$11.62	\$15.19	\$14.67	\$12.86	\$15.31	*****
	P50	\$12.30	\$18.24	\$15.49	\$13.97	\$17.56	*****
	P75	\$15.89	\$20.30	\$18.94	\$18.79	\$19.38	*****
FLSA Status	Exempt						8.7%
	Non-exempt						91.3%
Union Status	Union						26.1%
	Non-union						73.9%
Shift Differential Paid	Shift Differential Paid						55.0%
	No Differential						45.0%

44-Shipping Receiving Clerk

Receives or prepares for shipment of incoming or outgoing parts, materials, spares, and finished products. May check items against packing lists. Makes counts and maintains records.

Degree of Match	
More	15.0%
Equal	70.0%
Less	15.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	17	18	25	22	22	4
	Number of Employees	70	79	103	95	95	15
	Average	\$11.52	\$15.84	\$14.43	\$13.05	\$14.98	*****
	P25	\$10.00	\$14.08	\$12.91	\$11.77	\$13.07	*****
	P50	\$11.00	\$16.01	\$13.81	\$12.98	\$15.19	*****
	P75	\$12.42	\$16.89	\$16.26	\$14.97	\$16.88	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						17.4%
	Non-union						82.6%
Shift Differential Paid	Shift Differential Paid						35.0%
	No Differential						65.0%

45-Transportation / Distribution Manager

Plans, directs, and coordinates the ordering and distribution of products, parts, and accessories. Ensures adequate and timely distribution of these elements to attain maximum sales potential consistent with good inventory control.

Degree of Match	
More	12.5%
Equal	87.5%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	6	7	10	10	10	3
	Number of Employees	6	7	10	10	10	3
	Average	\$38,463	\$47,092	\$45,897	\$45,897	\$45,897	*****
	P25	\$34,388	\$42,879	\$39,250	\$39,250	\$39,250	*****
	P50	\$37,710	\$45,906	\$41,538	\$41,538	\$41,538	*****
	P75	\$40,553	\$51,605	\$51,220	\$51,220	\$51,220	*****
FLSA Status	Exempt						80.0%
	Non-exempt						20.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

46-Truck Driver

Operates truck with over four-ton capacity to pick up and deliver parts, materials, and finished products.

Degree of Match	
More	0.0%
Equal	57.1%
Less	42.9%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	6	6	10	9	9	0
	Number of Employees	56	56	64	62	62	0
	Average	\$12.02	\$15.80	\$14.72	\$14.13	\$14.97	*****
	P25	\$9.60	\$12.45	\$11.43	\$11.00	\$11.30	*****
	P50	\$11.39	\$17.31	\$15.76	\$15.91	\$15.91	*****
	P75	\$15.05	\$18.84	\$16.94	\$16.11	\$18.16	*****
FLSA Status	Exempt						10.0%
	Non-exempt						90.0%
Union Status	Union						22.2%
	Non-union						77.8%
Shift Differential Paid	Shift Differential Paid						33.3%
	No Differential						66.7%

47-Welder

Applies appropriate welding processes to join, surface, fabricate or repair parts of metal or other weldable materials, as specified by work orders, blueprints, sketches, or charts.

Degree of Match	
More	0.0%
Equal	77.8%
Less	22.2%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	8	8	10	10	10	1
	Number of Employees	54	54	109	109	109	1
	Average	\$12.79	\$19.06	\$17.60	\$16.33	\$18.90	*****
	P25	\$11.26	\$16.87	\$16.48	\$14.39	\$16.79	*****
	P50	\$12.50	\$18.58	\$17.51	\$16.18	\$18.63	*****
	P75	\$14.10	\$20.78	\$18.52	\$17.54	\$20.70	*****
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						30.0%
	Non-union						70.0%
Shift Differential Paid	Shift Differential Paid						33.3%
	No Differential						66.7%

Job Family:

Warehouse



48-Inventory Control Planner

Schedules and coordinates the efficient distribution of products to meet customer demand. Analyzes and revises shipment plans as needed. Determines reorder points to ensure that sufficient levels of inventory are maintained. Analyzes actual product demand, trends, and forecasts, and adjusts inventory planning accordingly.

Degree of Match	
More	41.7%
Equal	58.3%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	7	8	15	14	14	3
	Number of Employees	11	12	22	19	19	3
	Average	\$15.69	\$23.96	\$19.90	\$18.86	\$20.29	*****
	P25	\$13.77	\$17.95	\$15.94	\$15.49	\$15.49	*****
	P50	\$14.00	\$20.53	\$19.06	\$18.55	\$18.69	*****
	P75	\$16.41	\$27.91	\$23.92	\$20.76	\$25.23	*****
FLSA Status	Exempt						46.7%
	Non-exempt						53.3%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						9.1%
	No Differential						90.9%

49-Material Handler

Receives, stores, and distributes materials and equipment. Maintains par levels of supplies. Verifies documentation to ensure correct delivery and shipment of materials.

Degree of Match	
More	0.0%
Equal	100.0%
Less	0.0%

		Range Minimum [\$]	Range Maximum [\$]	Hourly Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	15	15	19	17	17	1
	Number of Employees	179	179	249	237	237	13
	Average	\$10.98	\$15.80	\$14.26	\$13.44	\$15.24	*****
	P25	\$9.13	\$12.55	\$12.25	\$11.36	\$12.37	*****
	P50	\$11.06	\$16.01	\$12.97	\$12.24	\$15.55	*****
P75	\$11.81	\$17.67	\$16.28	\$15.55	\$18.00	*****	
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						22.2%
	Non-union						77.8%
Shift Differential Paid	Shift Differential Paid						52.9%
	No Differential						47.1%

50-Materials Manager

Manages the overall control and movement of materials in and out of plants. Directs and administers some or all of the following: purchasing, production scheduling and control, inventory and warehouse stock control, warehousing, sales order entry, customer service, traffic and shipping.

Degree of Match	
More	14.3%
Equal	57.1%
Less	28.6%

		Range Minimum [\$]	Range Maximum [\$]	Annual Rate of Pay [\$]	Actual Lowest Paid [\$]	Actual Highest Paid [\$]	Incentive Paid in 2006 [\$]
Salary Survey Data	Number of Responses	5	6	8	8	8	3
	Number of Employees	5	6	8	8	8	3
	Average	\$56,613	\$88,273	\$67,263	\$67,263	\$67,263	*****
	P25	\$53,082	\$64,922	\$56,770	\$56,770	\$56,770	*****
	P50	\$54,080	\$69,264	\$60,008	\$60,008	\$60,008	*****
	P75	\$58,282	\$88,254	\$69,841	\$69,841	\$69,841	*****
FLSA Status	Exempt						85.7%
	Non-exempt						14.3%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

Benefits Compilation

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
1. Which employees are eligible for benefits? All employees Only FT employees All FT and some PT employees	49	7	14.3%
		26	53.1%
		16	32.7%
	Total # of Orgs Responding	Average	σ
a. If some part-time employees are eligible, how many hours do they have to work each week to be eligible?	22	23.6	7.0
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
2. Does your organization provide different benefits for exempt and non-exempt positions?	49	10	20.4%
		Free Response	
a. If yes, which programs differ and how do the benefits programs differ?		<p>PT not eligible for health insurance. All FT/PT are eligible for 401k and match.</p> <p>Some exempt receive long term disability.</p> <p>Incentive plan is higher for exempt employees.</p> <p>Exempt receive snow days and sick days.</p> <p>Management and mid-level providers get extra PTO and yearly bonus amount.</p> <p>Short Term Disability, Long Term Disability, Life Insurance, Vacation, PPH.</p> <p>Non-exempt personnel pay the difference between single coverage and family coverage.</p> <p>Non-exempt receive health and employee paid optical only.</p> <p>Office employees, whether exempt or not, do not have to pay any premium for the LTD, STD and Life benefits.</p> <p>Pension calculation and 401(k) match.</p>	

Benefits Compilation (Page 2)

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
3. Does your organization provide additional benefits for managerial positions?	49	14	28.6%
		Free Response	
a. If yes, which programs are offered?		<p>Additional life insurance, cell phones. Vehicle use.</p> <p>Management Incentive Program (Bonus).</p> <p>Long term disability.</p> <p>Management Incentive Bonus Program.</p> <p>Deferred stock incentive.</p> <p>More Life Insurance, Annual Bonus.</p> <p>Richer PTO accrual.</p> <p>We grant vacation time at different levels and also give paid sick days.</p> <p>(All Company-Funded) Life insurance & long-term disability insurance.</p> <p>We self-fund disability benefits for managers.</p> <p>Vacation, personal leave.</p> <p>A few of the higher exempt level positions don't have to pay for their medical/dental/prescription premiums.</p>	

Benefits Compilation (Page 3)

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
4. Which paid holidays do employees receive?			
New Year's	49	49	100.0%
Memorial Day	49	48	98.0%
July 4th	49	48	98.0%
Labor Day	49	49	100.0%
Thanksgiving	49	49	100.0%
Christmas	49	49	100.0%
Martin Luther King Day	49	3	6.1%
Lincoln's Birthday	49	0	0.0%
Washington's Birthday / President's Day	49	2	4.1%
Mardi Gras	49	0	0.0%
Good Friday	49	22	44.9%
Easter Sunday	49	8	16.3%
Columbus Day	49	0	0.0%
Election Day	49	0	0.0%
Veterans Day	49	1	2.0%
Friday after Thanksgiving	49	38	77.6%
Employee's Birthday / Other Special Day	49	6	12.2%
Other	47	31	66.0%
	Total # of Orgs Responding	Average	σ
5. How many paid holidays do employees receive?	49	9.0	2.0
	Total # of Orgs Responding	Average	σ
6. How many floating holidays and personal days do employees receive annually?	27	3.0	1.9
	Total # of Orgs Responding	Average	σ
7. How many days of paid personal leave per occurrence, excluding holidays, are provided each year?	15	4.2	1.4
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
8. How much vacation time do employees receive annually? What period of service is required to qualify?			
a. 1 Week of Vacation	39		
Not offered. Our minimum is more than 1 week		11	28.2%
Less than 6 months of service		2	5.1%
6 months		5	12.8%
More than 6 months and less than 1 year		9	23.1%
1 year		12	30.8%
More than 1 year		0	0.0%

Benefits Compilation (Page 4)

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
b. 2 Weeks	41		
No second week		0	0.0%
Less than 1 year of service		6	14.6%
1 year		18	43.9%
More than 1 and less than 2 years		6	14.6%
,At least 2 and less than 5 years		11	26.8%
At least 5 years		0	0.0%
c. 3 Weeks	42		
No third week		0	0.0%
Less than 5 years of service		9	21.4%
5 years		11	26.2%
More than 5 and less than 10 years		15	35.7%
10 years		6	14.3%
More than 10 years		1	2.4%
d. 4 Weeks	40		
No fourth week		4	10.0%
Less than 10 years of service		5	12.5%
10 years		8	20.0%
More than 10 and less than 15 years		7	17.5%
At least 15 and less than 20 years		10	25.0%
20 years		6	15.0%
More than 20 years		0	0.0%
e. 5 Weeks	38		
No fifth week		19	50.0%
Less than 10 years of service		0	0.0%
At least 10 and less than 20 years		5	13.2%
20 years		6	15.8%
At least 20 and less than 25 years		0	0.0%
25 years		8	21.1%
More than 25 years		0	0.0%

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
9. Is vacation time lost if not used within a specific time period?	43	35	81.4%
a. May employees buy vacation days?	43	1	2.3%
	Total # of Orgs Responding	Average	σ
b. If yes, how many?	1	5.0	*****
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
c. May employees sell vacation days?	44	5	11.4%

Benefits Compilation (Page 5)

	Total # of Orgs Responding	Average	σ
d. If yes, how many?	5	9.4	4.4
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
e. Is there a cap on how many vacation days employees may accrue?	40	20	50.0%
	Total # of Orgs Responding	Average	σ
f. If yes, what is the cap?	15	29.3	27.1
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
g. Are exempt employees eligible for more vacation time?	43	4	9.3%
	Total # of Orgs Responding	Average	σ
h. If yes, how much more time?	3	5.0	0.0
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
10. Does your organization have a paid time off plan in lieu of a separate vacation plan?	46	6	13.0%
	Total # of Orgs Responding	Average	σ
a. How many days are allowed per year, not including holidays?	6	13.3	4.5
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
b. Which of the following are included in your paid time off program?			
Sick leave	6	5	83.3%
Vacation	6	5	83.3%
Personal days	6	5	83.3%
Death in family	6	1	16.7%
Other	6	2	33.3%
	Total # of Orgs Responding	Average	σ
c. What are the maximum number of days that can be accumulated?	4	100.0	108.2

Benefits Compilation (Page 6)

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
d. Can days be carried over from one year to the next?	6	4	66.7%
11. Does your organization offer shift premiums?			
a. How does your organization pay shift premiums?	32	32	65.3%
On hours worked		21	65.6%
On hours paid		11	34.4%
b. How does your organization calculate shift premiums?	31		
On actual hours		27	87.1%
On majority hours		4	12.9%
c. Certain employees are eligible for shift differentials on second shift.	32	24	75.0%
d. Certain employees are eligible for shift differentials on third shift.	32	20	62.5%
e. Certain employees are eligible for shift differentials on the weekend.	32	7	21.9%
f. Certain employees are eligible for shift differentials for being on call.	31	6	19.4%
12. What is the highest level of health insurance provided by your organization?			
Employee-only coverage	48	0	0.0%
Employee + 1 coverage		1	2.1%
Employee + Spouse OR Children coverage		0	0.0%
Family coverage		47	97.9%
a. How long must employees be employed to be eligible for coverage?	48		
0 months		14	29.2%
1 month		19	39.6%
2 months		8	16.7%
3 months		6	12.5%
More than 3 months		1	2.1%
b. Is your plan fully insured or self-insured?	47		
Fully Insured		26	55.3%
Self-insured		21	44.7%

Benefits Compilation (Page 7)

		Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
13.	Does your organization provide a traditional indemnity plan to employees?	48	10	20.8%
		Total # of Orgs Responding	Average	σ
a.	Percent of premium paid by employer			
	Employee-only coverage	9	83.8%	11.2%
	Employee + 1 coverage	9	72.7%	28.8%
	Employee + Spouse OR Children coverage	9	72.7%	28.8%
	Family coverage	9	80.4%	15.9%
b.	Monthly premium paid by employees			
	Employee-only coverage	8	\$95.11	\$144.65
	Employee + 1 coverage	8	\$84.88	\$79.42
	Employee + Spouse OR Children coverage	8	\$85.73	\$81.08
	Family coverage	8	\$262.52	\$407.87
c.	Maximum annual deductible			
	Employee-only coverage	9	\$880.56	\$723.03
	Employee + 1 coverage	8	\$1,618.75	\$1,361.18
	Employee + Spouse OR Children coverage	8	\$1,668.75	\$1,333.88
	Family coverage	9	\$1,850.00	\$1,370.22
d.	Maximum out-of-pocket expense			
	Employee-only coverage	9	\$2,352.78	\$1,541.02
	Employee + 1 coverage	8	\$3,812.50	\$2,466.74
	Employee + Spouse OR Children coverage	8	\$3,812.50	\$2,466.74
	Family coverage	9	\$4,427.78	\$2,575.74
		Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
14.	Does your organization provide an HMO medical plan to employees?	48	21	43.8%
		Total # of Orgs Responding	Average	σ
a.	Percent of premium paid by employer			
	Employee-only coverage	19	78.7%	13.0%
	Employee + 1 coverage	13	77.5%	14.0%
	Employee + Spouse OR Children coverage	11	79.5%	16.0%
	Family coverage	19	74.4%	21.9%
b.	Monthly premium paid by employees			
	Employee-only coverage	20	\$62.86	\$36.35
	Employee + 1 coverage	13	\$139.00	\$78.59
	Employee + Spouse OR Children coverage	11	\$123.55	\$81.76
	Family coverage	20	\$204.26	\$116.56

Benefits Compilation (Page 8)

	Total # of Orgs Responding	Average	σ
c. Maximum annual deductible			
Employee-only coverage	17	\$167.65	\$317.68
Employee + 1 coverage	12	\$187.50	\$304.60
Employee + Spouse OR Children coverage	10	\$50.00	\$158.11
Family coverage	17	\$344.12	\$659.99
d. Maximum out-of-pocket expense			
Employee-only coverage	16	\$1,318.75	\$783.13
Employee + 1 coverage	9	\$2,411.11	\$1,020.35
Employee + Spouse OR Children coverage	8	\$1,787.50	\$1,002.05
Family coverage	15	\$2,753.33	\$1,741.05

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
15. Does your organization provide a PPO medical plan to employees?	48	34	70.8%

	Total # of Orgs Responding	Average	σ
a. Percent of premium paid by employer			
Employee-only coverage	28	77.3%	8.7%
Employee + 1 coverage	20	78.1%	7.8%
Employee + Spouse OR Children coverage	21	75.4%	11.1%
Family coverage	27	76.0%	10.2%
b. Monthly premium paid by employees			
Employee-only coverage	30	\$83.22	\$46.01
Employee + 1 coverage	23	\$176.34	\$100.61
Employee + Spouse OR Children coverage	21	\$198.19	\$114.48
Family coverage	30	\$255.10	\$139.77
c. Maximum annual deductible			
Employee-only coverage	27	\$549.07	\$948.59
Employee + 1 coverage	17	\$617.65	\$698.65
Employee + Spouse OR Children coverage	18	\$1,280.56	\$2,298.92
Family coverage	27	\$1,279.63	\$1,889.30
d. Maximum out-of-pocket expense			
Employee-only coverage	29	\$1,770.69	\$1,413.99
Employee + 1 coverage	17	\$2,545.59	\$1,161.03
Employee + Spouse OR Children coverage	19	\$3,378.95	\$1,949.17
Family coverage	29	\$3,641.38	\$2,098.34

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
16. Does your organization offer an Employee Assistance Program (EAP)?	49	29	59.2%

Benefits Compilation (Page 9)

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
17. Does your organization offer a prescription drug card program separate from your health plan(s)?	48	26	54.2%
	Total # of Orgs Responding	Average	σ
a. What is the employee co-pay for generic drugs?	26	\$9.37	\$4.33
b. What is the employee co-pay for brand name drugs?	22	\$24.36	\$10.59
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
18. Does your organization provide a dental plan?	50	47	94.0%
	Total # of Orgs Responding	Average	σ
a. Percent of premium paid by employer			
Employee-only coverage	37	60.3%	32.3%
Employee + 1 coverage	27	58.7%	34.3%
Employee + Spouse OR Children coverage	27	55.3%	33.9%
Family coverage	37	59.0%	31.6%
b. Monthly premium paid by employees			
Employee-only coverage	40	\$9.83	\$9.02
Employee + 1 coverage	28	\$21.77	\$20.12
Employee + Spouse OR Children coverage	27	\$27.90	\$20.91
Family coverage	40	\$29.97	\$28.10
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
c. How long must employees be employed to be eligible for coverage?	41		
0 months		12	29.3%
1 month		17	41.5%
2 months		5	12.2%
3 months		6	14.6%
More than 3 months		1	2.4%
	Total # of Orgs Responding	Average	σ
d. Maximum annual deductible			
Employee-only coverage	38	\$132.50	\$332.26
Employee + 1 coverage	26	\$196.15	\$464.69
Employee + Spouse OR Children coverage	25	\$137.00	\$288.42
Family coverage	37	\$158.92	\$295.00

Benefits Compilation (Page 10)

	Total # of Orgs Responding	Average	σ
e. Maximum out-of-pocket expense			
Employee-only coverage	12	\$947.92	\$799.75
Employee + 1 coverage	9	\$952.78	\$913.82
Employee + Spouse OR Children coverage	7	\$939.29	\$882.69
Family coverage	12	\$1,552.08	\$2,173.30
f. Level of coverage provided			
Preventative	40	97.5%	6.7%
Basic Restorative	40	79.4%	10.7%
Major Restorative	40	55.0%	11.4%

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
19. Does your organization provide a vision care plan separate from your health insurance plan?	48	13	27.1%

	Total # of Orgs Responding	Average	σ
a. Percent of premium paid by employer			
Employee-only coverage	12	22.4%	37.4%
Employee + 1 coverage	9	26.1%	40.3%
Employee + Spouse OR Children coverage	10	25.4%	39.1%
Family coverage	12	21.3%	36.9%
b. Monthly premium paid by employees			
Employee-only coverage	13	\$5.06	\$3.24
Employee + 1 coverage	10	\$6.74	\$5.50
Employee + Spouse OR Children coverage	9	\$8.56	\$7.21
Family coverage	13	\$13.71	\$8.59

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
c. How long must employees be employed to be eligible for coverage?	13		
0 months		5	38.5%
1 month		5	38.5%
2 months		3	23.1%
3 months		0	0.0%
More than 3 months		0	0.0%

Benefits Compilation (Page 11)

	Total # of Orgs Responding	Average	σ
d. Maximum annual deductible			
Employee-only coverage	6	\$3.33	\$5.16
Employee + 1 coverage	4	\$2.50	\$5.00
Employee + Spouse OR Children coverage	4	\$2.50	\$5.00
Family coverage	6	\$6.67	\$12.11
e. Maximum out-of-pocket expense			
Employee-only coverage	0	*****	*****
Employee + 1 coverage	0	*****	*****
Employee + Spouse OR Children coverage	0	*****	*****
Family coverage	0	*****	*****

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
20. Is short-term disability insurance offered at your organization?	49	39	79.6%
a. How long must an employee be absent before benefits begin?	37		
0 days		2	5.4%
1 calendar day		4	10.8%
2-3 calendar days		4	10.8%
4-6 calendar days		7	18.9%
7 calendar days		16	43.2%
8-10 calendar days		1	2.7%
More than 10 calendar days		3	8.1%
b. What form does the benefit take?	36		
Flat dollar amount		5	13.9%
Percentage of weekly earnings		31	86.1%
c. What is that weekly amount?	6		
Under \$200		1	16.7%
At least \$200 but less than \$300		2	33.3%
At least \$300 but less than \$400		3	50.0%
At least \$400 but less than \$500		0	0.0%
At least \$500 but less than \$600		0	0.0%
At least \$600 but less than \$700		0	0.0%
\$700 or more		0	0.0%
d. What is that percentage?	31		
Under 60%		4	12.9%
60%		8	25.8%
More than 60% but less than 68%		6	19.4%
At least 68% but less than 75%		2	6.5%
75%		1	3.2%
More than 75% but less than 85%		2	6.5%
At least 85% but less than 100%		0	0.0%
100%		8	25.8%

Benefits Compilation (Page 12)

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
e. What is the length of coverage for short-term disability?	36		
Less than 13 weeks		1	2.8%
13 weeks		8	22.2%
14-18 weeks		1	2.8%
19-25 weeks		3	8.3%
26 weeks		22	61.1%
More than 26 weeks		1	2.8%
	Total # of Orgs Responding	Average	σ
f. Percent of premium paid by employer	37	95.4%	18.2%
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
g. When does coverage begin?	37		
Upon date of hire		6	16.2%
1st of the month after date of hire		5	13.5%
30 days after date of hire		5	13.5%
3 months after date of hire		6	16.2%
Other		15	40.5%
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
21. Is long-term disability insurance offered at your organization?	49	35	71.4%
a. How long must an employee be absent before benefits begin?	32		
1 month		0	0.0%
2 months		2	6.3%
3 months		10	31.3%
4 months		1	3.1%
5 months		0	0.0%
6 months		17	53.1%
More than 6 months		2	6.3%
b. If the benefit is a set percentage of weekly earnings, what is the maximum amount?	32		
50% or less		5	15.6%
More than 50% but less than 60%		1	3.1%
60%		19	59.4%
More than 60% but less than 68%		4	12.5%
At least 68% but less than 75%		2	6.3%
75% or more		1	3.1%

Benefits Compilation (Page 13)

		Total # of Orgs Responding	Average	σ
c. Percent of premium paid by employer		30	79.9%	38.0%

		Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
22.	Does your organization offer group life insurance for employee coverage?	49	48	98.0%
a.	Who pays the premium for group life insurance?	45		
	Employer		41	91.1%
	Employee		0	0.0%
	Both		4	8.9%
b.	What form does the benefit take?	46		
	Percentage of annual earnings		24	52.2%
	Flat dollar amount		22	47.8%
c.	What is that percentage?	24		
	1 times salary		13	54.2%
	1.5 times salary		2	8.3%
	2 times salary		8	33.3%
	2.5 times salary		0	0.0%
	3 times salary		0	0.0%
	More than 3 times salary		1	4.2%
	Other		0	0.0%
d.	What is that weekly amount?	17		
	Less than \$5,000		6	35.3%
	At least \$5,000 but less than \$10,000		0	0.0%
	At least \$10,000 but less than \$15,000		3	17.6%
	At least \$15,000 but less than \$20,000		1	5.9%
	At least \$20,000 but less than \$30,000		2	11.8%
	At least \$30,000 but less than \$50,000		2	11.8%
	\$50,000 or more		3	17.6%

		Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
e. Is your life insurance offered on a guaranteed issue?		37	15	40.5%

		Total # of Orgs Responding	Average	σ
f. If yes, what is the amount offered on a guaranteed issue?		11	\$41,023	\$32,839

		Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
23.	Does your organization offer voluntary supplemental group life insurance?	49	34	69.4%

Benefits Compilation (Page 14)

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
24. Are retirement programs offered at your organization?	54	49	90.7%
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
25. Is there a defined benefit plan at your organization?	46	20	43.5%
	Total # of Orgs Responding	Average	σ
a. What is the target benefit as a percent of earnings?	12	7.5%	5.6%
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
b. What is the vesting schedule?	16		
3-year cliff vesting		0	0.0%
5-year graded vesting		7	43.8%
Other		9	56.3%
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
26. Is there a defined contribution plan at your organization?	54	49	90.7%
a. What kind of contribution plan do you offer?	42		
401(k)		31	73.8%
403(b)		5	11.9%
Other		6	14.3%
b. Does your organization make a 403(b) matching contribution?	6	1	16.7%
	Total # of Orgs Responding	Average	σ
c. What percentage is the 403(b) match?	2	15.0%	14.1%
d. What is the maximum percent of earnings employees may contribute to their 401(k)?	28	50.1%	26.8%
e. What is the maximum percent of earnings against which the organization will make a matching contribution to a 401(k) plan?	24	5.8%	3.3%
f. What is the matching contribution in cents on the dollar provided by the organization for 401(k) plans?	23	46.6	31.9

Benefits Compilation (Page 15)

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
g. Does the plan allow for loans to employees?	43	29	67.4%
h. Does the plan allow for hardship withdrawals by employees?	43	36	83.7%

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
27. Does your organization offer a tuition assistance plan?	49	37	75.5%
a. In order to receive payment, do courses need to be job related?	36	35	97.2%
b. Does the program cover graduate level courses?	36	34	94.4%
c. Must the employee successfully complete the course?	36	35	97.2%
d. Do you require verification of the grade earned?	36	35	97.2%
e. What is the maximum tuition reimbursed per year?	33		
Less than \$2,500		13	39.4%
At least \$2,500 but less than \$5,250		6	18.2%
\$5,250		4	12.1%
At least \$5,250 but not unlimited		1	3.0%
No limit on reimbursement received		5	15.2%
Based on grade		3	9.1%
Based on number of credits		1	3.0%

	Total # of Orgs Responding	Average	σ
f. If reimbursement is based on the grade received, what amount is provided for the following grades?			
A	21	97.1%	6.6%
B	21	90.2%	11.7%
C	21	73.1%	31.2%
D	21	2.4%	10.9%
F	21	0.0%	0.0%

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
g. Does your organization track the number of hours annually for training?	36	15	41.7%

Benefits Compilation (Page 16)

	Total # of Orgs Responding	Average	σ
28. What is your organization's total benefit cost as a percent of payroll?	35	28.8%	11.1%

Credits

Written by:

Jennifer C. Loftus, SPHR, CCP, CBP, GRP
National Director

Eric Katz
Senior Statistical Analyst

John Sazaklis
Senior Automation Expert

Brendan Williams
Automation Expert

For more information on this survey, or for special data analysis, please contact

Jennifer C. Loftus, SPHR, CCP, CBP, GRP
Astron Solutions
535 West 34th Street, Suite 407
New York, NY 10001
Phone: (800) 520-3889 x1
Fax: (646) 792-2519
E-mail: jcloftus@astronsolutions.com

or

Eric Katz
Astron Solutions
535 West 34th Street, Suite 407
New York, NY 10001
Phone: (800) 520-3889 x3
Fax: (646) 792-2519
E-mail: eskatz@astronsolutions.com



About Astron Solutions

- **Expertise** – Astron Solutions is a human resources and compensation consulting firm dedicated to the delivery of consulting services and supportive technology. Astron's focus is to develop and implement compensation and performance management programs that support the strategic direction of organizations through the creation of a positive employee relations environment.
- **Complete Packages** – Astron Solutions is able to offer organizations a complete, customized human resources package including advice, innovative program design, and user-friendly PC-based software.
- **Flat Fee Pricing** – Astron Solutions is unique in that it offers one price consulting, a set price for a project that includes all fees and expenses.
- **Reasonable Pricing** – Astron Solutions provides human resource management consulting services equivalent to those provided by large consulting firms, at a cost similar to those charged by sole practitioner consultants.
- **Focus** – Astron Solutions' focus is on the design and implementation of programs that impact an organization's two most important human resource concerns: rising human resource costs and the ability to remain free of organized labor influence.
- **Consulting Specialties** – Astron Solutions' consulting services focus on the areas of total cash compensation, internal job-based pay, external market-based pay, reward and recognition, performance management, communication tools, and employee surveys.
- **Information Technology Specialties** – Astron Solutions' Easy HR Kit™ provides the human resource professional with a series of PC or web-based tools to aid in the day-to-day administration of several human resources programs:
 - **Job description development**
 - **Performance appraisals**
 - **Pay for performance distributions**
 - **Exit interview analysis**
 - **Employee opinion surveys**
 - **HR audit surveys**
 - **Total compensation statements**
- **Finders Keepers** – Are you afraid that your star employees will "jump ship?" Astron Solutions' Finders Keepers Easy Employee Retention Kit will help you every step of the way in your efforts in finding and keeping the best. It's hard to say goodbye to great employees. Our 5-step kit will help you say it less often.

To learn more about Astron Solutions, our services, or our clients, visit our website at <http://www.astronsolutions.com/>

Astron Solutions
Unique. Affordable. Friendly.

