

Compensation Guide - Pay Levels for Temporary Employees

Level 1 Pay Range:

Minimum Wage up to \$15.00/hour

Description: Entry level positions working under direct supervision performing routine support functions. Training generally takes no more than a week or two. Little, if any, discretion is exercised by the employee. New or difficult circumstances are referred to a supervisor.

Examples of work performed may be similar to the following:

Classroom Aid	Media Support
Clerical Assistant/Office Technician	Outdoor programmer
Custodial Assistant	Payroll Assistant
Customer Service Assistant	Production/Research Assistant
Distance Education Assistant	Sales Clerk
Fiscal Assistant	Scientific Assistant
Food Service Assistant	Tutor/Mentor

Level 2 Pay Range:

\$14.00 up to \$21.00/hour

Description: Work is routine in nature, performed under direct or general supervision and may require two or more years of experience. Some positions may require paraprofessional or technical experience. Employee applies discretion to complete assigned tasks. New or difficult circumstances are referred to a supervisor.

Examples of work performed may be similar to the following:

Administrative Aide	Library Specialist/Technician
Archaeological Technician	Media Support Assistant
Assistant Coach/Advisor	Office Secretary
Cutter/Draper	Program Support Assistant
Distance Education Operator	Research Assistant
Entry IT Assistant	Testing Assistant
Event Coordinator	Transcriber
Fiscal Assistant	Warehouse Worker
Group Fitness Instructor	Writing Consultant

Level 3 Pay Range:

\$15.00 up to \$29.00/hour

Description: Work is performed under general supervision and may require some college level course work, technical training and/or experience. Employee applies judgment and discretion to complete assignments and may lead or coordinate activities of other temporary or student employees. New or difficult circumstances are referred to a supervisor.

Examples of work performed may be similar to the following:

Advanced Library Specialist	Fiscal Support Specialist
Archaeological Leader	Illustrator/Graphic Designer
Boiler Worker	Infant/Toddler Lead Teacher
Computer Support/Programmer	Instruction & Classroom Assistant Technician
Data Analyst/Database	Lead Research Assistant
Designer Assistant	Office Coordinator Senior
Engineering Support	Web Developer/Administrator

Level 4 Pay Range:

\$20.00 up to \$40.00/hour

Description: Work is performed under general direction and may require a college degree, technical/paraprofessional training, and/or several years' experience. Employee applies judgment and discretion within the scope of the assignment or project, and may lead or coordinate the activities of other temporary or student employees. Consults with a supervisor on new or unusual circumstances.

Examples of work performed may be similar to the following:

Accreditation Assistant	Medical Lab Technician
Engineering Support Technician	Medical Technician
Instruction & Classroom Technician	Nutritional Aide/Dietician

Level 5 Pay Range:

\$28.00 up to \$54.00/hour

Description: Work is performed under general direction and may require a Bachelor's Degree, completion of a specialized accredited program, and/or extensive professional/technical experience. Employee is expected to apply broad judgment and discretion to meet project or department objectives, and may lead, supervise or coordinate the activities of other temporary or student employees. Consults with a supervisor as needed.

Examples of work performed may be similar to the following:

Choir/Strings Coordinator	Interpreter
Financial Services Consultant	Nurse, Registered
Health Care Specialist	Photography Specialist
Information Technology Advisor	Project Manager/Specialist

Level 6 Pay Range:

\$38.00/hour and up

Description: Work is performed with little or no supervision and typically requires a Bachelors or Master's Degree and extensive experience. Employee is expected to apply broad judgment and discretion to meet project or department objectives, and may lead, supervise, or coordinate the activities of other temporary or student employees. Coordinates with a supervisor as needed.

Examples of work performed may be similar to the following:

Assistive Technology Specialist	Paramedic Instructor
Grant Writer	Project Archivist
Lead Field Research	Senior or Lead Interpreter
Lead Research Analyst	Teacher Consultant