

2-0011

STORAGE

Burlington

AGREEMENT

Between

Board of Chosen Freeholders, County of Burlington

THIS BOOK DOES NOT CIRCULATE

and

Burlington County Council #16  
New Jersey Civil Service Association

Preamble

This agreement entered into by the Board of Chosen Freeholders, County of Burlington, hereinafter referred to as the "Employer", and Burlington County Council #16, New Jersey Civil Service Association, hereinafter referred to as "Representative", has as its purpose the promotion of harmonious relations between the Employer and the Representative; the establishment of an equitable and peaceful procedure for the resolution of differences; and the establishment of rates of pay, hours of work, and other conditions of employment.

1. Recognition

The Employer recognizes the Representative as the bargaining agent for the purpose of establishing salaries, wages, hours, and other conditions of employment for the employee under the jurisdiction of this bargaining unit in the classifications listed under Annex A, attached hereto and by reference made a part of this Agreement, and for such additional classifications as the parties may later agree to include. This recognition, however, shall not be interpreted as having the effect of, or in any way abrogating the rights of employees as established under Laws of 1968, Chapter 303.

11. General Rules

- A. The proposed salary ranges shall be established and applied to all authorized classified positions, except where positions and salary are set by statute, parttime employment or professional services on specialized basis. See Annex A. Summer employees are to be employed on a daily basis and will be paid only for days actually worked.
- B. The salary rate of each person, if less than the minimum rate designated for his position, shall be adjusted to the proposed minimum. In no case shall any minimum be less than \$3909.
- C. The minimum rate shall normally be the hiring rate for each title.
- D. In any case where a more qualified person is advisable, upon written request of the Department Head or Freeholder Director of the Department, the Board of Freeholders may make such adjustment in hiring rate or salary range as they deem necessary to properly and justifiably fill a position.
- E. Whenever an employee is promoted or reclassified from one class or title to another having a higher salary range, or when the salary range of his classification is increased, then his salary shall be adjusted to the minimum of the new range or to his old rate whichever is higher.
- F. Rates of compensation provided for in these regulations are fixed on the basis of full-time service in full-time positions. If any position is, by action of the Board, established on a basis of less than full-time service, or if, with the approval of the Board, the incumbent of any full-time position is accepted for employment on a part-time basis only, the rate of compensation provided for the position shall be proportionately reduced in computing the rate of compensation payable for part-time service. Part-time employees are to work no more than 20 hours per week.
- G. The salary ranges authorized under these regulations shall be interpreted as exclusive of any bonus payments or longevity pay, authorized pursuant to statute.
- H. During the term of this Agreement the pay scales will not be reduced unless by mutual agreement of both parties.
- I. Salary adjustments for a cost of living increase, across the board, may be granted at any time by the Board of Freeholders or any other method legal or proper under Civil Service Statutes.

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- J. An employee who performs work in a higher paid classification than his own for more than six weeks shall have the right to request a meeting to determine if an adjustment in pay is warranted.

III. Salary and Wages

- A. A merit increment each year shall be given to each employee, subject to the approval of Department Head and Freeholder Director of each department. The present salary range for each employee shall be adjusted if necessary over a three year period to allow for the merit increments. The Association shall be advised of any employees not receiving a merit increment and the reason for this action by December 31st.
- B. A cost of living increase in the amount of 7% will be given for the year 1971, and this is not to be considered as part of the annual salary as this figure will vary from year to year. Cost of living increases will not be given to anyone employed after June 30th of each year. For the years 1972 and 1973 the cost of living adjustment will be based on the published figure as of October 1st of each year for the Philadelphia-Metropolitan Area from the U. S. Department of Labor.
- C. Longevity Pay - will be given each December 1st in a separate check to all Classified permanent Civil Service employees with more than five years continuous full-time service on that date based upon date of permanent appointment.

5 years	1%
10 years	2%
15 years	3%
20 years	4%
25 years & over	5%

Any person retiring during course of year will receive longevity on a monthly prorated basis.

D. Work Schedules

1. The regular starting time of work shifts will not be changed without reasonable notice to the affected employees and without first having discussed such changes and the needs for same with representatives of the Representative. Emergency circumstance shall preclude this procedure.
2. Where the nature of the work involved requires continuous operations on a twenty-four hour per day, seven days per week basis, employees so assigned will have their schedules arranged in a manner which will assure, on a rotation basis, that all employees will have an equal share of Saturdays and Sundays off, distributed evenly throughout the year.
3. Where more than one work shift per day within a given classification will be given preference of shifts in accordance with their seniority, whenever possible.
4. Holidays recognized by the State of New Jersey shall be the ones recognized as paid holidays in the County of Burlington.
5. Personal Leave - Each employee shall be eligible for two days personal leave which may be used only in the event of death or for personal business that can only be attended to during regular business hours with permission of their immediate supervisor. Personal leave time will not be accumulated.
6. Leave of Absence

A permanent employee holding a position in the classified service who is temporarily either mentally or physically incapacitated to perform his duties or who desires to engage in a course of study such as will increase his usefulness on his return to the service, or who for any reason considered good by the appointing authority and the Board of Chosen Freeholders desires to secure leave from his regular duties may, with the approval of the appointing authority and the Board of Chosen Freeholders be granted special leave of absence without pay for a period of not exceeding six months and with the approval of the

appointing authority and the Board of Chosen Freeholders extend such leave for an additional period not exceeding six months. Any employee asking for special leave without pay shall submit his request in writing stating the reasons why, in his opinion, the request should be granted, the date when he desires the leave to begin and the probable date of his return to duty. For each separate case of special leave without pay other than as herein provided under the statutes the appointing authority and the Board of Chosen Freeholders shall, at the time the leave is approved, determine whether the employee granted such leave shall be entitled to his former position on his return from such leave or whether his name shall be placed on the re-employment list for the class.

7. Coffee Break

A ten minute coffee break in the morning and afternoon will be permitted. Time of break to be determined by supervisor in charge.

8. Overtime

- a. No supervisor is eligible for overtime pay or compensatory time off.
- b. If it becomes necessary for any employee to work overtime compensatory time off must be taken within thirty days, unless priority of work makes an extension necessary. All overtime earned and not taken within 30 days will be cancelled, except as noted under d.
- c. All Departments are authorized overtime for certain emergency conditions. Their overtime schedule is as follows:

The straight pay per day rate is to be used in computing the amount due any employee who has worked a partial pay period.

Overtime refers to any time made beyond the regular hours of duty, and is to be paid only when the employee is ordered to work by a supervisor. (Overtime refers to 1 1/2 times salary or compensatory time off)

Double time will be paid for Sundays. Double time will be paid for Holidays, provided such time does not fall within the regular workday (Monday through Friday, from 8:00 A.M. to 4:30 P.M.). If a holiday falls during the regular workday and you are called to work, you are paid straight time plus your regular day's pay. Before and after these hours you are paid double time.

EXAMPLE: Employee worked from 6:00 A.M. to 8:00 P.M. on a holiday falling on a regular workday:

6:00 to 8:00 A.M.	- 2 hrs. double time
8:00 to 4:30 P.M.	- Holiday Pay (included in regular check)
8:00 to 4:30 P.M.	- Straight time
4:30 to 8:00 P.M.	- 3 1/2 hrs. double time

- d. If for unusual circumstances a department head feels that an employee should be compensated with additional pay in place of compensatory time off, a letter describing the circumstances should be addressed to the Personnel Committee.

9. Workmen's Compensation, Safety & Health

When an employee is injured on duty, he is to receive Workmen's Compensation due him, plus the difference between the amount received as compensation to him and his salary during the period of temporary disability only if covered by the Statute of the State of New Jersey.

The Employer shall at all times maintain safe and healthful working conditions, and will provide employees with any wearing apparel, tools or devices reasonably necessary in order to insure their safety and health.

The Employer and Representative shall designate a safety committee member. It shall be their joint responsibility to investigate and correct unsafe and unhealthful conditions. They shall meet periodically, as necessary,

to review conditions in general, and to make recommendations to either or both parties when appropriate. The safety committee member, representing the Representative shall be permitted a reasonable opportunity to visit work locations throughout the Employer's facilities where employees are covered by this Agreement perform their duties, for the purpose of investigating safety and health conditions, during working hours, with no loss in pay, for periods not to exceed one (1) hour per day, unless additional time is authorized by the Superintendent, or the Employer.

10. Equal Treatment

The Employer agrees that there shall be no discrimination or favoritism for reasons of sex, age, nationality, race, religion, marital status, political status, political affiliation, representative membership, or representative activities.

11. Work Rules

The Employer may establish reasonable and necessary rules of work and conduct for employees. Such rules shall be equitably applied and enforced.

12. Grievance and Arbitration Procedure

Any grievance or dispute which may arise between the parties, including the application, meaning or interpretation of this Agreement, shall be settled in the following manner:

Step 1 - The employee shall take up grievance or dispute with the appointed Committee Representatives and state in writing the text of the grievance.

Step 2 - The Committee Representative will take up grievance with employee's Immediate Supervisor and Department Head.

Step 3 - If grievance is not settled, the Committee Representative will make arrangements to meet with Freeholder in charge of Department.

Step 4 - If grievance has not been settled, the Committee Representative turns grievance over to the Civil Service Committee for further action.

Step 5 - Civil Service Committee requests to meet with the full Board of Freeholders in order to arbitrate the unsettled grievance.

Step 6 - If the grievance still remains unsettled, the employee or the Civil Service Committee will then arrange a hearing with the Civil Service Commission or Public Employee Relation Commission pursuant to rules and regulations established by P.E.R.C., under provision of Chapter 303, Laws of 1968.

13. Rights and Privileges of the Association

Whenever any representative of the Association or any employee is mutually scheduled by the parties to participate during working hours in negotiations and grievance proceedings, he shall suffer no loss in pay; however, he must notify his department head forty-eight hours in advance.

Representatives of the Association, the New Jersey Civil Service Association, shall be permitted to transact official Association business on the premises at all reasonable times, provided that this shall not interfere with or interrupt normal operations of the service.

The Association has the use of County buildings at all reasonable hours when appropriately scheduled through the proper authority.

14. Maintenance Schedule for institutional employees - Salary Ranges for institutional employees include maintenance as follows:

<u>Type of Maintenance</u>	<u>Symbol</u>	<u>Annual Rate</u>	<u>Bi-weekly Rate</u>
1 MEAL PER DAY FOR INDIVIDUAL IN institution dining room	1-M	120.00	4.61
2 MEALS PER DAY FOR INDIVIDUAL IN institution dining room	2-M	180.00	6.92

3 MEALS PER DAY FOR INDIVIDUAL IN institution dining room	3-M	240.00	9.23
3 MEALS PER DAY, ROOM, COMMON BATH heat, light, laundry (1 or 2 persons to a room hereinafter designated as full maintenance)	LMA	480.00	18.46
3 MEALS PER DAY, 2 ROOMS, PRIVATE bath and full maintenance	LMB	600.00	23.07
COMPLETELY FURNISHED HOUSE, HEAT, light, food, laundry, housekeeping maid service	SIH	1500.00	57.69

IV. Fringe Benefits

- A. Hospital, Surgical, and Major Medical Benefits - Temporary and Permanent employees, after ninety days service, may enroll for benefits for the entire family. The total cost is paid by Burlington County.
- B. Life Insurance - (Permanent employees eligible) - The Board of Chosen Freeholders has a contract with the Prudential Life Insurance Company. Burlington County pays for the first \$1,000.00. Under the contract coverage must be carried as follows:

Earnings less than \$ 60.00 weekly - \$2000 coverage		
\$ 80.00 weekly - \$3000 coverage		Rates to be
\$100.00 weekly - \$5000 coverage		<u>Computed</u>
Earnings over \$100.00 weekly - \$5000 coverage		<u>Annually</u>

- C. There shall be no change in the Group Hospital Medical Plan, or any type of Insurance, presently maintained and paid by the Employer on behalf of the employees as shown above, except in the case of a new plan that is equivalent or better.
- D. Annual Vacations

- 1. Permanent employees in the county service shall be entitled to the following annual vacations with pay:

Up to one year of service, one working day's vacation for each month of service; after one year and up to ten years of service, twelve working days' vacation; after ten years and up to fifteen years of service, fifteen working days' vacation; after fifteen and up to twenty years of service, twenty working days' vacation; and after twenty years of service, twenty-five working days' vacation.

When in any calendar year the vacation or any part thereof is not granted by reason of pressure of work, such vacation periods or parts thereof not granted shall accumulate and shall be granted during the next succeeding calendar year only.

- 2. Temporary employees in the County service shall be entitled to the following annual vacation with pay:

One working day's vacation for each month served during such temporary full-time employment.

- 3. Employees on daily or hourly basis are not eligible.
- 4. Any employee who is laid off, discharged, retired, or separated from the service of the Employer for any reason, prior to taking his vacation, shall be compensated in cash for the unused vacation he has accumulated at the time of separation.

E. Sick Leave with Pay:

- 1. Permanent employees in the County service shall be entitled to the following sick leave of absence with pay:

One working day's sick leave with pay for each month of service from the date of permanent appointment up to and including December 31st

next following such date of appointment, and fifteen days' sick leave with pay for each calendar year thereafter, which can be taken only as earned. If any such employee requires none or a portion only of such allowable sick leave for any calendar year, the amount of such leave not taken shall accumulate to his credit from year to year, and he shall be entitled to such accumulated sick leave with pay if and when needed. Sick leave for purposes herein is defined to mean absence from duty of an employee because of personal illness by reason of which such employee is unable to perform the usual duties of his position, exposure to contagious disease, a short period of emergency attendance upon a member of his immediate family critically ill and requiring the presence of such employee, or death in the immediate family.

If an employee is absent for five consecutive working days, for any of the reasons set forth in the above rule, the appointing authority shall require acceptable medical evidence on the form prescribed. The nature of the illness should be stated on the doctor's certificate unless it is confidential between doctor and patient.

At the discretion of the appointing authority, he may at any time require the employee seeking sick leave to submit acceptable medical evidence. If the sick leave is not approved, the time involved during which the employee was absent shall be charged to his vacation credit, if any; otherwise, he will suffer loss of pay for such time.

An employee who does not expect to report for work because of personal illness or for any of the reasons included in the definition of sick leave hereinabove set forth shall notify his immediate superior, or some other person in his particular employment unit, by telephone or personal message, before 10:00 A.M., or within one hour of the beginning hour of work for his position.

Sick leave claimed by reason of quarantine or exposure to contagious diseases may be approved in the certificate of the local department of health, and in case of death in the family, upon such reasonable proof as the appointing authority shall require.

The total years of service after permanent appointment of each such employee in the classified Civil Service shall be considered in computing accumulated sick leave due and available.

2. Temporary employees in the County service shall be entitled to the following sick leave of absence with pay:

One working day's sick leave with pay for each month served during such temporary full-time employment.

3. Employees on daily or hourly basis are not eligible.

#### F. Seniority

1. Seniority is defined as an employee's total length of service with the Employer, beginning with his permanent date of appointment.
2. If a question arises concerning two or more employees who were hired on the same date following shall apply: If hired prior to the effective date of this Agreement, seniority preference among such employees shall be determined by the order in which such employees are already shown on the Employer's payroll records, first name first preference, etc. For employees hired on the same date subsequent to the effective date of this Agreement, preference shall be given in alphabetical order of the employee's last name. If permanent employee status is not affected, seniority can be computed from hiring date.
3. The Employer shall maintain an accurate, up-to-date seniority roster showing each employee's date of permanent employment, classification and pay rate, and shall furnish copies of same to the Representative upon request.
4. Except where New Jersey Civil Service Statutes require otherwise, in all cases of promotions, demotions, layoff, recall, vacation schedules, and other situations where substantial employee advantages or disadvantages

are concerned, an employee with the greatest amount of seniority shall be given preference, provided he has the ability to perform the work involved.

V. Retirement

Revised Statute 43:15A-47b states that the member of the Public Employees' Retirement System shall be retired by the Board at age 70 or 90 days thereafter. If it is the desire of the Department Head to recommend that the services be continued, a recommendation to waive should be presented to the Board of Freeholders annually prior to birthday.

VI. Termination

This agreement shall be effective as of the First (1st) day of January, 1971, and shall remain in full force and effect until the Thirty-First (31st) day of December, 1973. It shall be automatically renewed thereafter, unless either party shall notify the other, in writing, ninety (90) calendar days prior to the expiration date, that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin not later than sixty (60) days prior to the expiration date; and this Agreement shall remain in full force and be effective during the period of negotiations and until notice of termination of this Agreement is provided to the other party in the manner set forth in the following paragraph.

In the event that either party desires to terminate this Agreement, written notice must be given to the other party, not less than thirty (30) days prior to the desired termination date, which shall not be before the expiration date set forth in the preceding paragraph.

VII. Legality of Contract

Any provisions of this agreement found to be in violation of any existing or future Local, State or National Legislation shall be subject to renegotiation by the parties to the end of insuring that such provisions are not in contradiction to any such aforementioned legislation. Only those provisions in dispute shall be affected, all other terms and conditions of this Agreement remaining unaffected.

It is agreed that any future legislation concerning the employees of the County of Burlington, which liberalizes employee benefits beyond those contained herein, either by mandatory act or permissive act, shall be subject to immediate re-negotiation.

IN WITNESS WHEREOF, the parties hereto have set their hands this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
Freeholder-Director

\_\_\_\_\_  
Council President

\_\_\_\_\_  
Freeholder

\_\_\_\_\_  
Negotiating Committee Chairman

\_\_\_\_\_  
Freeholder

\_\_\_\_\_  
Committee Member

\_\_\_\_\_  
Freeholder

\_\_\_\_\_  
Committee Member

\_\_\_\_\_  
Freeholder

\_\_\_\_\_  
Committee Member

## ANNEX A

ALPHABETICAL LIST OF FULL TIME POSITIONS  
CLASSIFIED SERVICE

<u>TITLE</u>	<u>1971</u> <u>SALARY RANGE</u>	<u>1972</u> <u>SALARY RANGE</u>	<u>1973</u> <u>SALARY RANGE</u>
Account Clerk	3909-5079		
Administrative Sec., Bd. of Freeholders	8530-11092	#18	#19
Administrative Sec., Buttonwood & Evergreen	6684-8688	#13	#14
Air Pollution Inspector	7737-10059		
Assistant Bridge Maintenance Foreman	6366-8274	#12	#13
Assistant County Engineer	10887-14151		
Assistant County Supt. of Weights & Measures	5499-7149		
Assistant County Treasurer	12003-15603		
Assistant Engineer, Civil	9405-12225		
Assistant Engineer, Highway	8530-11092		
Assistant Library Director	7737-10059	#16	#17
Assistant Public Health Coordinator	13895-18065		
Assistant Road Foreman	6366-8274	#12	#13
Assistant Superintendent, MEC	6684-8688	#13	#14
Assistant Supervisor of Nurses	7737-10059		
Bookkeeping Machine Operator	4104-5334		
Boys Supervisor	4988-6482		
Bridge Maintenance Foreman	7369-9577	#15	
Bridge Operator	4524-5880		#5
Bridge Repairman	5499-7149	#9	#10
Building Maintenance Worker	4104-5334	#3	#4
Building Maintenance Worker Foreman	4988-6482		
Building Service Worker	4104-5334	#3	#4
Building Superintendent	7737-10059		
Captain of County Detectives	10369-13477		
Chauffeur	4988-6482	#7	#8
Chief Clerk, District Court	6063-7881		
Chief Court Clerk	6366-8274		
Chief of County Detectives	12603-16383		
Chief Probation Officer	12603-16383		
Chief Probate Clerk	6366-8274		
Chief Sanitary Inspector	8530-11092		
Clerk	3909-5079		
Clerk Bookkeeper	4104-5334		
Clerk Stenographer	4104-5334		
Clerk Typist	3909-5079		
Clinic Nurse	6063-7881		
Cook	4988-6482	#7	#8
County Adjuster	10369-13477	#22	#23
County Correction Lieutenant	7018-9124	#14	#15
County Correction Matron	5499-7149		
County Correction Officer	6063-7881	#11	#12
County Correction Sergeant	6366-8274	#12	#13
County Detective	8957-11645		
County Supt. of Weights & Measures	7018-9124		
Court Attendant	4104-5334		
Court Clerk	5237-6809		
Dietitian, P. T.	10.00 per hr.		
Director of Economic Development	12003-15603		
Docket Clerk	4104-5334		
Engineering Aide	4750-6178	#6	#7
Engineering Draftsman	5774-7508		
Environmental Health Coordinator	12003-15603		
Equipment Operator	5499-7149	#9	#10
Equipment Operator, MEC	5499-7149	#9	#10
Executive Director on Aging	7737-10059		
Food Service Supervisor	6366-8274	#12	#13
Food Service Worker	4104-5334	#3	#4
Foreman, MEC	6063-7881		
Garage Attendant	4524-5880	#5	#6
General Road & Bridge Foreman	8124-10560		#17
Girls Supervisor	4988-6482		
Graduate Nurse	7369-9577		



Head Account Clerk	6684-8688	#13	#14
Head Clerk	6684-8688	#13	#14
Head Clerk Stenographer	6684-8688	#13	#14
Head Cook	5237-6809	#8	#9
Heavy Equipment Operator	6063-7881	#11	#12
Hospital Attendant	4104-5334	#3	#4
Hospital Administrator	14590-18970	#29	#30
Hydraulic Engineer	9405-12225		
Identification Officer	6063-7881	#11	#12
Index Machine Operator	4104-5334		
Inspector Aide	4750-6178		
Investigator, Chief Medical Examiner Office	1500-		
Investigator Clerk, Probation	6063-7881		
Investigator, County Adjuster	5499-7149	#9	
Junior Draftsman	4988-6482		
Junior Librarian	5499-7149	#9	#10
Junior Library Assistant	4104-5334		
Junior Library Clerk	3909-5079		
Laboratory Technician	5499-7149	#9	#10
Laborer	4750-6178	#6	#7
Laborer Foreman	7018-9124		
Library Clerk Driver	4524-5880		
Library Director	9405-12225		#20
Lieutenant of County Detectives	9405-12225		
Linen Room Attendant	4104-5334		
Maintenance Repairman	5774-7508	#10	#11
Maintenance Repairman (Carpenter)	5774-7508	#10	#11
Maintenance Repairman Foreman	7369-9577		
Mason	5774-7508		
Mechanical Repairman	5774-7508		
Mechanical Repairman Assistant Foreman	6063-7881		
Mechanical Repairman Foreman	6684-8688		#13
Medical Stenographer	4988-6482		
Microfilm Operator	4104-5334		
Mosquito Identification Specialist	4750-6178		
Museum Assistant	5499-7149	#9	#10
Narcotics Clinic Aide	6063-7881		
Narcotics Clinic Director	12603-16383		
Narcotics Coordinator	9405-12225		
Orderly	2000-		
Occupational Therapist P. T.	3.00 per hr.		
Parking Lot Attendant	4104-5334		
Payroll Supervisor	6063-7881		
Pharmacist P. T.	6.00 per hr.		
Pharmacists Aide P. T.	4.00 per hr.		
Physical Therapist, P. T.	8.00 per hr.		
Planning Director	12603-16383		
Practical Nurse	5237-6809	#8	#9
Principal Account Clerk	5499-7149	#9	#10
Principal Bookkeeping Machine Operator	5499-7149	#9	#10
Principal Clerk	5499-7149	#9	#10
Principal Clerk Bookkeeper	5499-7149	#9	#10
Principal Clerk Stenographer	5499-7149	#9	#10
Principal Docket Clerk	5499-7149	#9	#10
Principal Engineering Aide	7737-10059		
Principal Engineering Draftsman	7018-9124	#14	
Principal Index Clerk	5499-7149	#9	#10
Principal Librarian	6366-8274	#12	#13
Principal Microfilm Operator	5499-7149	#9	#10
Principal Planner	10369-13477		
Principal Planning Draftsman	8530-11092		
Principal Probation Officer II	9875-12839		
Principal Tax Clerk	4750-6178		
Probate Clerk	4524-5880		#5
Probation Officer	7737-10059		
Public Health Coordinator	16890-21960	#32	#33
Public Works Inspector	8957-11645		
Purchasing Agent	12003-15603		

Radio Dispatcher	4309-5599		
Road Foreman	7369-9577	#15	#16
Road Inspector	7369-9577	#15	#16
Sanitary Inspector	7018-9124		
Seamstress	4750-6178	#6	#7
Senior Account Clerk	4309-5599	#4	#5
Senior Bookkeeping Machine Operator	4750-6178	#6	
Senior Building Maintenance Worker	4524-5880	#5	#6
Senior Building Service Worker	4524-5880	#5	#6
Senior Clerk	4309-5599	#4	#5
Senior Clerk Bookkeeper	4750-6178	#6	
Senior Clerk Stenographer	4750-6178	#6	
Senior Clerk Typist	4309-5599	#4	#5
Senior Docket Clerk	4309-5599	#4	#5
Senior Engineering Draftsman	6684-8688		
Senior Food Service Worker	4309-5599	#4	#5
Senior Garage Attendant	4988-6482	#7	#8
Senior Housekeeper	4750-6178		
Senior Index Clerk	4750-6178	#6	
Senior Institutional Investigator	5774-7508		#10
Senior Librarian	6063-7881	#11	#12
Senior Librarian (Education)	6063-7881	#11	#12
Senior Librarian (Reference)	6063-7881	#11	#12
Senior Library Assistant	4750-6178	#6	
Senior Library Clerk Driver	4988-6482		
Senior Mail Clerk	4524-5880	#5	#6
Senior Maintenance Repairman	6366-8274	#12	#13
Senior Microfilm Operator	4750-6178	#6	
Senior Planning Aide	6366-8274		
Senior Probate Clerk	5237-6809	#8	
Senior Probation Officer	8530-11092		
Senior Sanitary Inspector	7737-10059		
Senior Traffic Maintenance Man	5237-6809		#8
Sergeant-at-Arms, District Court	5237-6809		
Sheriff's Officer	4988-6482	#7	#8
Sign Designer, Processor, Letterer	6366-8274		#12
Social Case Worker	7018-9124		
Stationary Engineer	6063-7881	#11	#12
Stationary Fireman	5237-6809		#8
Stock Clerk	4524-5880	#5	#6
Stock Handler	5237-6809		
Storekeeper	4309-5599	#4	#5
Superintendent, Detention Center	8530-11092		
Superintendent, MEC	7018-9124	#14	#15
Supervising Librarian	7018-9124		
Supervising Library Assistant	5237-6809	#8	#9
Supervisor of Nurses	9405-12225		
Supervising Storekeeper	6684-8688	#13	#14
Tax Clerk	3909-5079		
Telephone Operator	4524-5880	#5	#6
Traffic Maintenance Man	4750-6178		
Traffic Safety Coordinator	8530-11092		
Traffic Signal Electrician	5237-6809		
Truck Driver	4988-6482	#7	#8
Warden, County Jail	7737-10059	#16	#17
Watchman	4104-5334		#3
Welder	5774-7508		
X-Ray Technician	4.00 per hr.		
Yard Foreman	6684-8688	#13	#14

ANNEX B

Salary Ranges and Increments

<u>Range No.</u> <u>(Interval 5%)</u>	<u>Increment (5%)</u>	<u>Min.</u> <u>Start</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Max.</u>
1	195	3909	4104	4299	4494	4689	4884	5079
2	205	4104	4309	4514	4719	4924	5129	5334
3	215	4309	4524	4739	4954	5169	5384	5599
4	226	4524	4750	4976	5202	5428	5654	5880
5	238	4750	4988	5226	5464	5702	5940	6178
6	249	4988	5237	5486	5735	5984	6233	6482
7	262	5237	5499	5761	6023	6285	6547	6809
8	275	5499	5774	6049	6324	6599	6874	7149
9	289	5774	6063	6352	6641	6930	7219	7508
10	303	6063	6366	6669	6972	7275	7578	7881
11	318	6366	6684	7002	7320	7638	7956	8274
12	334	6684	7018	7352	7686	8020	8354	8688
13	351	7018	7369	7720	8071	8422	8773	9124
14	368	7369	7737	8105	8473	8841	9209	9577
15	387	7737	8124	8511	8898	9285	9672	10059
16	406	8124	8530	8936	9342	9748	10154	10560
17	427	8530	8957	9384	9811	10238	10665	11092
18	448	8957	9405	9853	10301	10749	11197	11645
19	470	9405	9875	10345	10815	11285	11755	12225
20	494	9875	10369	10863	11357	11851	12345	12839
21	518	10369	10887	11405	11923	12441	12959	13477
22	544	10887	11431	11975	12519	13063	13607	14151
23	572	11431	12003	12575	13147	13719	14291	14863
24	600	12003	12603	13203	13803	14403	15003	15603
25	630	12603	13233	13863	14493	15123	15753	16383
26	662	13233	13895	14557	15219	15881	16543	17205
27	695	13895	14590	15285	15980	16675	17370	18065
28	730	14590	15320	16050	16780	17510	18240	18970
29	766	15320	16086	16852	17618	18384	19150	19916
30	804	16086	16890	17694	18498	19302	20106	20910
31	845	16890	17735	18580	19425	20270	21115	21960
32	887	17735	18622	19509	20396	21283	22170	23057
33	931	18622	19553	20484	21415	22346	23277	24208
34	978	19553	20531	21509	22487	23465	24443	25421