

**POSITION CLASSIFICATION PLAN**

Attachment B

<b>Class Title</b>	<b>NCLM Class Code</b>	<b>Position Number</b>	<b>Number of Positions</b>	<b>Salary Grade</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Exempt Status</b>
<b>ADMINISTRATIVE</b>							
Town Manager	10040	1000	1	n/a	n/a	n/a	A
<b>ENGINEERING</b>							
Town Engineer	10090	2000	1	28	71,981	107,170	P
Construction Inspector	20320	2010	$\frac{1}{2}$	18	44,190	65,793	
<b>FINANCE</b>							
Finance Director	10120	3000	1	27	68,553	102,067	E
Accounting Operations Manager	20050	3010	1	21	51,156	76,164	
IT Administrator	20354	3020	1	19	46,400	69,083	C
Purchasing Agent	20060	3030	1	18	44,190	65,793	
Accounting Technician/Customer Service Clerk	20030	3040	$\frac{3}{4}$ 4 $\frac{3}{4}$	13	34,624	51,551	
<b>LEGISLATIVE</b>							
Human Resources Director/Town Clerk	10150	4000	1	27	68,553	102,067	A
<b>PARKS AND RECREATION</b>							
Parks & Recreation Director	10220	5000	1	25	62,180	92,577	E
Athletic Supervisor	20510	5010	1	17	42,086	62,660	
Recreation Program Supervisor	20520	5020	1	15	38,173	56,835	
Administrative Assistant	20600	5030	1	11	31,405	46,758	
Lead Teacher		5040	$\frac{1}{5}$	10	29,910	44,531	
<b>PLANNING</b>							
Planning Director	10160	6000	1	27	68,553	102,067	E
Senior Planner	20475	6010-6011	2	19	46,400	69,083	
Zoning Enforcement Officer	20160	6020	1	14	36,355	54,128	
Planning Technician	20465	6030	$\frac{1}{5}$	13	34,624	51,551	

*Effective 7/1/10; Revised 10/1/10*

## POSITION CLASSIFICATION PLAN

### Attachment B

Class Title	NCLM Class Code	Position Numbers	Number of Positions	Salary Grade	Minimum	Maximum	Exempt Status
<b>PUBLIC SAFETY</b>							
Public Safety Director	10190	7000	1	29	75,580	112,528	E
Fire Chief	10130	7010	1	26	65,289	97,206	E
PSO Assistant Police Chief	30275	7020	1	24	59,219	88,169	E
PSO Shift Supervisor (Patrol)	30270	7030-7033	4	21	51,156	76,164	
PSO Detective	30210	7040-7041	2	19	46,400	69,083	
Fire Captain	30080	7050-7052	3	18	44,190	65,793	
Public Safety Officer	30260	7055-7072	18	17	42,086	62,660	
School Resource Officer	30190	7075	1	16	40,082	59,676	
Fire Lieutenant	30120	7080-7082	3	16	40,082	59,676	
Firefighter First Class	30100	7085-7087	3	15	38,173	56,835	
Administrative Assistant	30220	7090	<u>1</u>	11	31,405	46,758	
			38				
<b>PUBLIC WORKS</b>							
Public Works Director	10210	8000	1	25	62,180	92,577	E
Operations Supervisor	20670	8010	1	19	46,400	69,083	
Grounds Maintenance Supervisor	20450	8020	1	17	42,086	62,660	
Crew Leader	20660	8030-8031	2	15	38,173	56,835	
Maintenance Worker II	20430	8040-8041	2	10	29,910	44,531	
Custodian	20330	8050	<u>1</u>	7	25,837	38,468	
			<u>8</u>				
<b>TOTAL NUMBER OF POSITIONS</b>			<b>64 <sup>3</sup>/<sub>4</sub></b>				

**NOTES:**

- Minimum is the normal beginning salary for employees meeting the minimum qualifications. Starting salary can be up to Step 20 with the Town Manager's approval. Starting salaries over Step 20 require Town Council approval.
- COLA increased all salary ranges by 2%.
- Performance increases are normally given in 1% increments for employees rated "exceeding expectations" at the discretion of the department director and within the budget amount for performance increases. Funding for 1% merit increases is included in the budget.
- Exempt Status is classified as E= Executive, A= Administrative, P= Professional, and C= Computer according to the Fair Labor Standards Act regulations.

*Effective 7/1/10; Revised 10/1/10*