

## POSITION CLASSIFICATION PLAN

### Attachment B

Class Title	NCLM Class Code	Number of Positions	Salary Grade	Minimum	Maximum	Exempt Status
<b>TOWN MANAGER'S OFFICE</b>						
Town Manager	10040	1	n/a	n/a	n/a	A
Town Clerk	10080	<u>1</u> 2	20	50,440	75,099	A
<b>PUBLIC WORKS</b>						
Public Works Director	10210	1	29	78,250	116,503	E
Operations Supervisor	20670	1	19	48,039	71,523	E
Grounds Maintenance Supervisor	20450	1	17	43,572	64,873	E
Crew Leader	20660	1	14	37,639	56,040	
Maintenance Worker II	20430	<u>7</u> 11	10	30,966	46,104	
<b>ADMINISTRATIVE SERVICES</b>						
Administrative Services Director	10070	1	33	95,113	141,610	A
Human Resources Manager		1	23	58,391	86,936	A
Public Information Officer	10180	<u>1</u> 3	23	58,391	86,936	A
<b>FINANCE</b>						
Finance Director	10120	1	30	82,162	122,328	E
Accountant	20020	1	18	45,751	68,117	A
Purchasing Agent	20060	1	20	50,440	75,099	A
Accounting Technician	20040	1	13	35,847	53,371	
Customer Service Clerk	20300	<u>1</u> 5	9	29,491	43,909	
<b>PARKS, RECREATION &amp; CULTURAL PROGRAMS</b>						
Parks & Recreation Director	10220	1	28	74,524	110,955	E
Recreation Program Supervisor	20520	2	17	43,572	64,873	
Athletic Supervisor	20510	2	16	41,497	61,784	
Recreation Activities Coordinator	20500	1	15	39,521	58,842	
Administrative Assistant – Parks & Rec	20600	<u>1</u> 7	9	29,491	43,909	

*Effective 07/01/2017*

## POSITION CLASSIFICATION PLAN

### Attachment B

Class Title	NCLM Class Code	Number of Positions	Salary Grade	Minimum	Maximum	Exempt Status
<b>DEVELOPMENT SERVICES</b>						
Development Services Director		1	31	86,270	128,445	E
Development Services Engineer	20285	1	24	61,311	91,283	P
Assistant Development Services Director		1	23	58,391	86,936	E
Senior Planner	20475	1	21	52,962	78,854	
Planner	20470	1	18	45,751	68,117	
Code Enforcement Officer/Planner	20160	1	17	43,572	64,873	
Planning Technician	20465	<u>1</u> 7	15	39,521	58,842	
<b>FIRE</b>						
Fire Chief	10130	1	29	78,250	116,503	E
Fire Captain	30080	3	18	45,751	68,117	
Fire Lieutenant	30120	3	16	41,497	61,784	
Firefighter	30100	<u>6</u> 13	13	35,847	53,371	
<b>POLICE</b>						
Police Chief	10170	1	31	86,270	128,445	E
Police Division Commander (Captain)	30160	2	23	58,391	86,936	E
Police Shift Commander (Lieutenant)	30270	5	21	52,962	78,854	
Administrative Division Manager		1	20	50,440	75,099	A
Police Shift Supervisor (Sergeant)		5	17	43,572	64,873	
Detective	30210	2	17	43,572	64,873	
Police Officer	30260	16	16	41,497	61,784	
Administrative Assistant - Police	30050	<u>1</u>	12	34,140	50,830	
		<u>33</u>				
<b>TOTAL NUMBER OF POSITIONS</b>		<b>81</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.
- There is no COLA factor included. Performance increases are normally given in 1% increments for employees exceeding expectations at the discretion of the department director and within the budget amount for performance increases. Funding for merit increases at 2% per department 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 07/01/2017*