

Salary Administration and Classification Plan



**2011 - 2012
Salary Administration and Classification Plan**

This document provides administrative guidance on the application of salary policy within the Merit System of Jefferson County. Administration of this Pay Plan shall be in compliance with Sections 7 and 8 of the Rules and Regulations of the Personnel Board of Jefferson County. In the event of a conflict between this document and the Rules and Regulations, the Rules and Regulations shall be the controlling document.

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Section 3 Classifications by Job Family

See Job Class Report at: <http://www.pbjcal.org/compensation>

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| <ul style="list-style-type: none"> Accounting/Fiscal Control Building Inspections Building Maintenance City Clerk Civic Center/Auditorium Civil Defense Civil Engineering Communications Community Coroner Court Clerical Data Processing Dental Services Dietary/Food Drafting/Graphic Arts Environmental Engineering Miscellaneous Clerical Miscellaneous Engineering & Technical Museum Nutrition Services Park Maintenance Personnel Administration Physical/Occupational Therapy Police Property Appraisal Public Works Maint/Operations Security Guard Skilled Trades Stores/Purchasing Sub-Professional Engineering Traffic Engineering Utility Services Zoning Enforcement | <ul style="list-style-type: none"> Environmental Health Exempt Executive Fire Protection Fiscal General Administration General Clerical Hospital Administration Housekeeping Judges Laboratory/Hospital Technical Laborers Law Enforcement Support Legal Magistrate Mechanical/Auto Maintenance Mental Health Miscellaneous Const/Maint/Oper Miscellaneous Inspection Nursing Services Office/Dup Equip Operator Parole/Social Work Pharmaceutical Planning Probation Public Health Administration Recreation Sheriff Statistical Street and Sanitation Admin Taxation Utilities Administration Wastewater Treatment |
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Section 4 Class Specifications See Job Descriptions at <http://www.pbjcal.org/compensation>

Section 5 Salary Schedules See Salary Schedules at <http://www.pbjcal.org/compensation>

Section 1 General Pay Plan

PROVISIONS FOR ADMINISTERING THE 2010-2011 PAY PLAN

I. SALARY SCHEDULES

Salary Schedules for each jurisdiction are created by the Personnel Board in response to resolutions from each jurisdiction's governing body setting forth cost of living adjustments. All rates in the salary schedules represent gross compensation. Official payroll computations are based on the approved salary schedules.

II. WORKING HOURS

Pay rates set out in the base salary schedules are for a standard forty (40) hour work week (2080 annual hours). Firefighter pay rates are based on the number of hours firefighters work in any particular jurisdiction as established by resolution of the jurisdiction's governing body and are calculated by dividing the annual salary established in the base schedule for the assigned Grade by this average number of hours. Work being performed in excess of the standard work week shall be recognized in accordance with the provisions of Rule 13.11 of the Personnel Board's Rules and Regulations. The above notwithstanding, jurisdictions may, by resolution of their governing bodies, establish the definition of "full-time" as some minimum number of hours other than forty (40).

III. SALARY RANGES

1. Each job class is assigned to a specified pay grade in the pay plan with a minimum and maximum rate and such intermediate steps as may be set for the respective classification. The minimum rate shall be designated as step 1 (or 2 for skilled trades), with such intermediate steps numbered consecutively, up to the maximum rate. Movement from step to step in the range shall be allowed for full-time and part-time regular employees after the completion of one year of satisfactory service.
2. Step 2 (or 3 for skilled trades) through Step 4 in the pay range shall be utilized for appointees who exceed the minimum qualifications for education or experience, with approval of the Appointing Authority. Appointments above the 4th step must be approved by the Personnel Board.

IV. STEP INCREASES/COST OF LIVING ADJUSTMENTS

Employees shall be eligible for step increases after one full year of service and for salary adjustments at such time a jurisdiction, by resolution of its governing body, adopts a Cost of Living Adjustment (COLA) consistent with the *Enabling Act* of the State of Alabama. The granting of step increases in any particular year shall be at the discretion of the respective Appointing Authorities.

V. TRAINEE POSITIONS

For certain classes of work whereby the formalized training period is of an unusual nature or duration, the Director of Personnel may designate such position as a "Trainee" position. The specific pay step, length of training period and advancement in pay will be determined by the Director of Personnel after consultation with the Appointing Authority and shall be consistent with a written plan on file with the Personnel Board. A trainee period shall be for less than one year. Trainees who successfully complete the training program must apply for and be certified to a hiring department in order to be hired into a regular classification within the Merit System.

VI. NEW RECRUITS (PUBLIC SAFETY)

New recruits¹ entering the Police or Fire Service shall be compensated at the Step 1 of the pay grade established for the class of Police Officer, Deputy Sheriff, and Firefighter, unless otherwise eligible for premium pay pursuant to this pay plan. An increase to Step 2 shall occur following successful completion of certification requirements (typically on or about six months of service). A new Police Officer/ Deputy Sheriff recruit who is APOST certified (or its equivalent as recognized by the State of Alabama) or a new Firefighter recruit who has a Firefighter I/II Certification (or its equivalent as recognized by the State of Alabama) is eligible to be appointed at Step 2 or above, consistent with Section 8.2 of the Rules and Regulations.

VII. FAIR LABOR STANDARDS ACT COMPLIANCE

It shall be the responsibility of each jurisdiction to determine whether a position is subject to the provisions of the Fair Labor Standards Act (FLSA) and to pay accordingly.

VIII. LONGEVITY PAY

For those jurisdictions exercising the option to adopt the salary continuation plan, the following regulations may apply:

1. Longevity payment shall be based on total, uninterrupted service within a jurisdiction, unless inclusion of an authorized leave of absence has been specifically approved by the Director of Personnel.
2. Payments shall be made as a lump sum after completion of the appropriate service year.
3. Computation for payment shall be based on 1) the equivalent annual pay step of the employee and shall be arrived at by multiplying the amount of the pay step by the appropriate percentage factor, or 2) a flat rate that is based on years of service. This will depend on the policy of an individual jurisdiction.
4. The first payment is to be made after the appropriate number of years of service, usually after five (5) years of uninterrupted service; however, this is based on jurisdiction policy. This is calculated to offer the employee a sufficient lump sum to induce him/her to remain in service. It also avoids the payment for salary continuation to casual and short-term personnel.
5. The salary continuation payment shall only be applied to regular full-time employment.
6. Amendments or variations of the salary continuation plan must be submitted in writing by the Appointing Authority and approved by the Director of Personnel.

IX. PREMIUM/INCENTIVE PAY PROGRAMS

Eligible employees may be paid up to a three premium-step increase above the regular rate of pay as premium pay. Each premium pay step approximates 5%. No employee shall receive more than a three premium-step pay increase or approximately 15% above the regular rate of pay. It is the responsibility of appointing authorities to assure that employees who receive premium pay for renewable certifications, registration, or licensure maintain current credentialing, including required C.E.U.'s. Premium pay is job class specific and must be re-requested when an employee changes his or her job class for any reason. Premium pay may be awarded by a jurisdiction, but is not mandatory pursuant to this Pay Plan.

Public Safety Classifications

1. Education and Incentive Program
 - A. Sworn personnel in the Police, Sheriff or Fire Departments (except Police or Fire Chiefs) who have completed sixty-four (64) semester hours, ninety-six (96) quarter hours or an Associate's Degree in an accredited² college program area deemed acceptable by the Department Head and the Appointing Authority may be eligible for one premium-step above his or her regular pay step.
 - B. Sworn personnel in the Police, Sheriff or Fire Departments (except Police or Fire Chiefs) who have completed a B.A. or B.S. Degree Program from an accredited² four-year college in a curriculum area deemed appropriate and acceptable by the Department Head and Appointing Authority may be eligible for two premium-steps above his or her regular pay step. Sworn personnel receiving this premium are **not** also eligible to receive an educational premium for completing 64 semester hours, 96 quarter hours or an Associate's Degree as defined in A above.
 - C. With respect to A and B above:
 1. The sworn personnel must have achieved a minimum "C" average in his/her completed course work to be eligible for the incentive pay premium.
 2. When computing total credit hours, no credit may be given for required remedial courses.
 3. All educational pay increases must be recommended and approved by the Appointing Authority. Sworn personnel must submit a certified copy of the college transcript to the appropriate Appointing Authority and to the Personnel Board.
2. Law enforcement officers (Police Officer or Deputy Sheriff) regularly assigned to a bomb squad, methamphetamine lab investigations, or complex investigations may be paid one premium-step above the regular rate of pay. Premiums for assignment to methamphetamine lab investigations, complex investigations, and the bomb squad cannot be combined for purposes of additional premium pay. NOTE: A Police Sergeant or Sheriff Sergeant is eligible for the methamphetamine lab premium, but is not eligible for bomb squad and complex investigations premium.
3. Law enforcement officers (Police Officer or Deputy Sheriff) regularly assigned to a two-wheel motorcycle may be paid one premium-step above the regular rate of pay.
4. Law enforcement officers (Police Officer or Deputy Sheriff) who are regularly assigned as Field Training Officers or Corporals may be paid one premium-step above the regular rate of pay.
5. Deputy Sheriffs or Police Officers assigned to conduct complex investigations in the Criminal, Youth Services, Vice and Narcotics, or Evidence Collection Division(s) may be paid one premium-step above the regular rate of pay.
6. Deputy Sheriffs and Sheriff Sergeants assigned to the Emergency Response Team (E.R.T.) may be paid one premium-step above the regular rate of pay.
7. A Firefighter who possesses a Hazardous Materials Technician Certification and is regularly assigned to the Hazardous Materials Unit of the Fire Department may be paid two premium-steps above the regular rate of pay.
8. A Firefighter who possesses an Emergency Medical Technician I or II Certification, who is regularly assigned to a rescue unit, maintains a State Department of Public Health EMT License and is credentialed as defined by the Alabama Department of Public Health, may be paid one premium-step above the regular rate of pay.

9. A Firefighter who possesses an Emergency Medical Technician (EMT) III Certification, who is regularly assigned to a rescue unit, maintains a State Department of Public Health EMT License and is credentialed as defined by the Alabama Department of Public Health, may be paid one premium-step above the regular rate of pay for the assignment and an additional one- premium step for the certification, if he or she is otherwise not receiving an educational premium.
10. A Firefighter, not regularly assigned to the rescue unit, who possesses an Emergency Medical Technician (EMT) III Certification, maintains a State Department of Public Health EMT License, and is credentialed as defined by the Alabama Department of Public Health and is not otherwise receiving educational incentive pay may be eligible for one premium-step above his/her regular pay step.
11. A Lieutenant, Captain, or Battalion Chief assigned to an administrative staff position (40-hour shift) within a fire department may be paid one premium-step above the regular rate of pay.

Automotive Classifications

1. Automotive Service Excellence (ASE) Certification Education and Incentive Program
 - A. Automotive Technicians, Equipment Service Writers, Auto Shop Supervisors, Equipment Structural Mechanics, Auto/Heavy Equipment Shop Supervisors and Automotive Shop Operations Superintendents who possess and maintain the Automotive Service Excellence (ASE) Certification administered by the National Institute for Automotive Service Excellence in each of the areas indicated below may be eligible for one-premium step above the regular step pay:

Cars

Automatic Transmission/Transaxle	Brakes
Electrical Systems	Engine Performance
Engine Repair	Heating and Air Conditioning
Manual Drive Train and Axles	Suspensions and Steering

Trucks

Brakes	Diesel Engines
Drive Train	Electrical Systems
Heating and Air Conditioning	Suspension and Steering

- B. Automotive Technicians, Equipment Service Writers, Auto Shop Supervisors, Equipment Structural Mechanics, Auto/Heavy Equipment Shop Supervisors and Automotive Shop Operations Superintendents who have possessed and maintained the Automotive Service Excellence (ASE) Certification for more than one year may be eligible for two premium-steps above the regular step pay. Employees receiving this premium are not also eligible for the premium pay increase outlined in A above.

Miscellaneous Premium Pay

1. Health Department Cost Center Directors who assume responsibilities of an additional department, program and/or function may be eligible for one premium-step above the regular step pay.
2. Water Utility Service Helpers, Water Utility Service Workers, Senior Water Utility Service Workers, Water Utility Inspectors, Water Distribution Supervisors, and Water Utility Service Supervisors who possess and maintain an Alabama Department of Environmental Management (ADEM) Grade

Certification appropriate to a particular water distribution system may be eligible for one premium-step above the regular rate of pay.

3. An employee who has completed a Doctorate Degree Program from an accredited² university in an academic discipline directly related and of value to the execution of his or her job duties may, with the approval of the jurisdiction's governing body, be eligible for one premium-step above his or her regular pay step.
4. An employee who, for a defined duration, is assigned to lead a minor project(s) or who assumes responsibility for the management of an additional department(s), program(s), or function(s) beyond his or her normal job scope; the duties of this position are assigned by the Appointing Authority, Manager, or Department Head and may be paid one premium-step above the regular rate of pay subject to the following conditions:
 - A. Request for assignment pay must be made by an Appointing Authority to the Personnel Director advancing the justification for and outlining the nature and duration of the assignment.
 - B. Assignment must be temporary and vital.
5. An employee who, for a defined duration, is assigned to lead a mid-level project(s) or who assumes responsibility for the management of an additional department(s), program(s), or function(s) beyond his or her normal job scope; the duties of this position are assigned by the Appointing Authority, Manager, or Department Head and may be paid two premium-steps above the regular rate of pay subject to the following conditions:
 - A. Request for assignment pay must be made by an Appointing Authority to the Personnel Director advancing the justification for and outlining the nature and duration of the assignment.
 - B. Assignment must be temporary and vital.
6. An employee who, for a defined duration, is assigned to lead a high-level, multi-faceted project(s) of a managerial nature or who assumes responsibility for the management of a large or complex department(s), program(s), or function(s) beyond his or her normal job scope; the duties of this position are assigned by the Appointing Authority, Manager, or Department Head and may be paid three-premium steps above the regular rate of pay subject to the following conditions:
 - A. Request for assignment pay must be made by an Appointing Authority to the Personnel Director advancing the justification for and outlining the nature and duration of the assignment.
 - B. Assignment must be temporary and vital.
7. An employee who possesses a certification directly related to his or her profession may be eligible for one premium-step above his or her regular pay step. The certification must meet all criteria listed below and must be approved by resolution of the governing body of a jurisdiction.
 - Be directly related to the responsibilities of the job.
 - Be issued by a professional organization or oversight body that is considered within the field to be the industry standard.
 - Requires recipients to take and pass a test to demonstrate acquisition of the targeted knowledge and/or skills.
 - Requires continuing educational hours be performed for maintenance of the certification.

- Provides knowledge and/or skill above and beyond the minimum qualifications for the job.
- Not included as a compensable factor when establishing the pay grade for the job.

Section 2 Medical Pay Plan

Medical Pay Plan premiums are pay differentials achieved through specified payroll codes. They do not have defined Premium Codes in the Lawson system as utilized in the non-medical Pay Plans described above, unless otherwise indicated below. A Premium Step referred to below approximates 5%.

I. Students

1. Nursing students who have been officially accepted into an approved nursing school and have completed one clinical course may be hired at step 1 of the Nursing Technician classification with no eligibility for shift, weekend or specialty area pay. A graduate from an approved School of Nursing may be paid at the top step of the Nursing Technician classification for up to six months pending receipt of his/her license from the Alabama Board of Nursing.
2. Students completing the following courses of study who have not had the opportunity to take the required certification examination may be employed at the beginning rate of pay for the appropriate classification for up to one-year pending the passing of their certification examination.

Respiratory Therapist
 Histology Technicians
 Medical Technologists
 Diagnostic Imaging Technologists
 Medical Laboratory Technicians
 Pharmacy Technicians

II. Pay for Experience

1. New Registered Nurses may be employed according to the following schedule upon verification of creditable years of service by the hiring agency.

<u>Years of experience</u>	<u>Steps</u>
2-4	4
4-6	5
6-8	6
8-10	7
10-12	8
12-above	9

2. New Licensed Practical Nurses may be employed according to the following schedule upon verification of creditable years of service by the hiring agency.

<u>Years of experience</u>	<u>Steps</u>
2-4	4
4-6	5
6-8	6
8-10	7
10-12	8

III. Education and Incentive Program

1. Registered Nurses who have completed an accredited Bachelor's Degree Program in Nursing may be eligible for a one-step premium above his/her regular pay step.

If a Bachelor's Degree in Nursing is obtained following employment as a Registered Nurse, the employee may be eligible for a one-step differential above his or her current step, up to maximum of step 10; this change will establish a new merit increase date.

2. Registered Nurses who have completed a Master's Degree from an accredited Nursing Program may be eligible for a two-step premium above his/her regular pay rate.
3. Registered Nurses who have prior creditable Licensed Practical Nurse (LPN) experience may be eligible for a two-step premium above his/her regular pay step.
4. Nursing Students who sign contracts to work for Jefferson County may be allowed to receive \$1,500.00 per year for the last two (2) years of Nursing School for Bachelor Degree Nurses or one (1) year for Associate Degree Nurses. Nurses will be obligated to work for one of the three County medical facilities for two (2) years for each year of nursing school sponsored.
5. Nurses and other ancillary personnel are eligible to participate in Jefferson County's tuition reimbursement program.

IV. Medical Plan Premiums

1. The following classifications may receive a weekend pay premium for each full hour worked between 7 a.m. Saturday till 7 a.m. on Monday:

<u>CLASSIFICATION</u>	<u>RATE PER HOUR</u>
Cardiac Monitor Technician	\$.35
Charge Nurse	\$1.00
Clinical Pharmacist	\$1.00
Diagnostic Imaging Technologist	\$1.00
Electrocardiographic Technician	\$.35
License Practical Nurse	\$1.00
Medical Clerk	\$.35
Medical Laboratory Technician	\$1.00
Medical Technologist	\$1.00
Medical Technologist Shift Supervisor	\$1.00
Nursing Assistant	\$.35
Patient Care Technician	\$.35
Pharmacist	\$1.00
Physical Therapist	\$1.00
Respiratory Therapist	\$1.00
Staff Nurse/Public Health Nurse	\$1.00
Surgical Technician	\$.35
Special Care Unit Aide	\$.35
Special Imaging Technologist	\$1.00

2. Staff Nurses or Public Health Nurses who assume supervisory responsibility when filling in for a Charge Nurse or higher rated nursing position on a temporary basis in excess of eight (8) hours may receive a one-step pay differential.

3. Licensed Practical Nurses who supervise Nursing Assistants on an assigned shift may receive a one-step pay differential.
4. Staff Nurses and Licensed Practical Nurses who act as a preceptor on an assigned shift may receive a one-step pay differential.
5. Staff Nurses, Charge Nurses and Licensed Practical Nurses permanently assigned to the following specialty areas may be allowed a one-step pay differential:

Emergency Room	Intensive Care
Labor and Delivery	Recovery
Surgery	
6. An employee may be eligible for premium pay of one-step when the following conditions exist:
 - A. Appointment of a Respiratory Therapy Technician certified by the National Board of Respiratory Care (NBRC).
 - B. A Respiratory Therapy Technician obtains certification by the National Board of Respiratory Care (NBRC).
 - C. Appointment of a Medical Laboratory Technician certified by the American Society of Clinical Pathologist (ASCP).
 - D. A Medical Laboratory Technician obtains certification by the American Society of Clinical Pathologist (ASCP).
 - E. Diagnostic Imaging Technologist assigned to work in the CT Scan on an on-call basis may receive a one-step pay differential for those hours worked.
 - F. Pharmacy Technicians who obtain or possess a current designation of Certified Pharmacy Technician (CPhT) from the Pharmacy Technician Certification Board.
7. Staff Nurses and Licensed Practical Nurses who are willing to work overtime to provide coverage in understaffed units may be paid a premium in accordance with a plan approved by the Personnel Board for such period as required to stabilize staffing.
8. A Department Head or Manager regularly assigned to manage multiple units (Cooper Green Hospital Only) may be paid a two-step premium.
9. An LPN trained in and performing MDS (Minimum Data Sets) duties for Jefferson Rehabilitation and Health Center may be paid a two-step premium (Premium Code 26).

V. Shift Differential Pay

Eight-hour shifts which begin during these hours will have the following shift designations:

Evening	3:00 p.m. to 11:00 p.m.
Night	11:00 p.m. to 7:00 a.m.

The shift differential payments will be added to the employee base rate of pay and should not be included in the calculation of the annual salary for merit adjustments. Medical personnel and support staff assigned to work rotating shifts, evening and night shifts in a medical facility, may be paid a flat rate differential as outlined below and on the following page.

Professional Positions

<u>Classification</u>	<u>Evening</u>	<u>Night</u>
Charge Nurse	3.25	4.25
Clinical Nurse Practitioner	1.85	2.50
Clinical Pharmacist	3.25	5.50
Diagnostic Imaging Technologist	1.50	2.00
Licensed Practical Nurse	1.50	1.50
Medical Laboratory Technician	1.25	1.50
Medical Technologist	2.25	2.75
Medical Technologist Shift Supervisor	1.50	2.00
Pharmacist	3.25	5.50
Public Health Nurse	1.85	2.50
Respiratory Therapy Assistant	.35	.35
Respiratory Therapist	1.60	2.10
Senior Radiological Technologist	.75	1.00
Staff Nurse	3.25	4.25
Special Imaging Technologist	1.75	2.25

Clerical and Non-Professional Positions

<u>Classification</u>	<u>Evening</u>	<u>Night</u>
Accounting Assistant I	.35	.35
Accounting Assistant II	.35	.35
Administrative Assistant I	.35	.35
Administrative Assistant II	.35	.35
Administrative Assistant III	.35	.35
Cardiac Monitor Technician	.40	.40
Central Supply Technician	.50	.50
Communications Operator	.50	.50
Computer Operator	.35	.35
Housekeeping Assistant	.50	.50
Laboratory Assistant	.35	.35
Maintenance Mechanic	.75	.75
Medical Clerk	.50	.50
Medical Transcriber	.35	.35
Nursing Assistant	.75	.75
Nutrition Assistant	.35	.35
Patient Care Technician	.75	.75
Pharmacy Technician	.75	.75
Security Officer	.50	.50
Senior Housekeeping Assistant	.35	.35
Senior Housekeeping Supervisor	.35	.35
Senior Maintenance Mechanic	.75	.75
Special Care Unit Aide	.35	.35
Surgical Technician	.70	.70

VI. Flexible Scheduling Options

1. The Baylor Plan - Two (2) twelve (12) hour week-end shifts to be paid at one hundred and fifty percent (150%) of base rate. This plan is available for Staff Nurses and Licensed Practical Nurses only. These positions are not eligible for any benefits except in those cases where a permanent employee chooses the Baylor Plan. In this case, the employee would be eligible to participate in the County's Pension Program.

2. The 7-days-on-7-days off Plan - Seven (7) eight (8) hour shifts to be paid at base rate only for the first forty (40) hours worked and one hundred fifty percent (150%) of base rate for the next sixteen (16) hours worked. This plan is available for the following classes:

Clinical Pharmacist
Histology Technician
Medical Laboratory Technician
Pharmacist
Physical Therapy Assistant
Respiratory Therapy Technician

Diagnostic Imaging Technologist
Licensed Practical Nurse
Medical Technologist
Physical Therapist
Registered Nurse

3. The three (3) 12-Hour-Shifts Plan - Three (3) twelve (12) hour shifts per week with the addition that one 8 hour shift be worked during the 2 week pay period allowing for 80 hours of paid time.
4. The four (4) 10-Hour Shifts Plan - This plan allows for eight (8) work days in a two (2) week period for eighty (80) hours of paid time.

VII. Flexipool

This plan allows Registered Nurses, Licensed Practical Nurses, Pharmacists and/or Clinical Pharmacists to be paid a base rate (to include experience level placement) plus twenty five percent (25%). These positions are not eligible for any benefits, but would receive shift differential if required to work a 3-11 or 11-7 shift. A minimum of two year's experience for Flexipool Registered and Licensed Practical Nurses and Pharmacists is required. Employees must be available to work at least one shift per pay period in order to participate.

VIII. SIGN-ON AND REFERRAL BONUS

1. A sign-on bonus program may apply to Registered Nurses and Licensed Practical Nurses recruited to staff sections that have a 25% vacancy rate in a particular class based on budgeted lines. Such sign-on bonus shall be made in accordance with the stipulations of a plan approved by the Board and subject to contract agreement that requires repayment of the money if the individual leaves within the first year.
2. A referral bonus program may apply to current employees when referring an applicant who accepts a full-time Registered Nurse or Licensed Practical Nurse position in accordance with the stipulations of a plan approved by the Board.

Section 3 Classifications by Job Family

Classifications by job family are located on the website, www.pbjcal.org, under Departments > Compensation > Job Class Report.

Section 4 Class Specifications

Job class specifications (job descriptions) are located on the website, www.pbjcal.org, under Departments > Classification and Compensation > Job Descriptions.

Section 5 Salary Schedules

Salary schedules and rate sheets by jurisdiction are located on the website, www.pbjcal.org, under Departments > Classification and Compensation > Salary Schedules.

¹ "New Recruits" to the Police or Fire Service shall include existing Merit System employees who are hired from eligibility lists into the job classes of Police Officer, Deputy Sheriff, or Firefighter. Entry compensation shall be controlled by Section 1 Paragraph VI.

² To be eligible for premium pay, a college or university must be accredited by an accrediting body recognized by The Council on Higher Education Accreditation (CHEA). Technical/vocational coursework must be taken at a school recognized by the Alabama and/or U.S. Department of Education. Check the CHEA Web site for accreditation information. <http://www.chea.org/>. For a list of approved Nursing programs, see the Alabama Board of Nursing website at www.abn.state.al.us.