

2024

# Marine Employees Compensation Survey

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State law requires the Office of Financial Management to create this report  
(Revised Code of Washington 47.64.170 (8) and 47.64.006 (7))



**State Human Resources**  
Office of Financial Management  
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# Section 1: Executive summary

The 2024 Marine Employees Compensation Survey (survey) compares public and private sector employees among places (west coast of the United States, Alaska, and British Columbia) doing comparable (but not necessarily identical) work. The survey considers the different pay, job classifications, and other factors that are distinctive to each area (RCW 47.64.320(3)).

We use benchmark jobs to compare the base pay among our competitors. A benchmark job is the state's version of a comparable job in the market. We also collect information about pay practices (such as pay premiums and paid time off), retirement benefits, and health care benefits. This report does not define the appropriate compensation level for our workforce. Instead, state leaders can use it as a tool to find the appropriate balance among:

- Containing government operations costs;
- Compensating state employees fairly; and
- Competing for specialized employees in the job market.

## What's new in the 2024 survey

In the 2024 survey, we invited participants to provide matches for all benchmarks in the survey. In addition, we invited participants to identify premium pay, paid time off and other benefits by employee group. These changes were made to increase participant benchmark responses across all survey categories and provide more robust data.

We made the following benchmark updates:

- Benchmark 321, Watch Center Supervisor – moved to the vessel/terminal category based on nature of work. Previously benchmark 519 in the administrative category.
- Benchmark 322, Fleet Facility Safety Officer – moved to the vessel/terminal category based on nature of work. Previously benchmark 520 in the administrative category.
- Minor benchmark description updates to clarify role, typical work and minimum qualifications.

We continued use of the 2022 survey methodology to protect confidentiality of private organizations' data: We displayed average data when two or more participants reported their data. We did not display average data for jobs where only one participant reported data, or when one of two participants was a privately held company.

## Key Findings

### What we found

#### Vessel/terminal

- **We lag the market in base pay for licensed and unlicensed positions.** The average base pay for vessel/terminal positions lag the market by an average of 14.2% for licensed positions and 11.0% for unlicensed positions.
- **We lead the market in base pay for Port Captain.** The average base pay for a vessel/terminal Port Captain leads the market by 17.8%.
- We did not receive sufficient information regarding the value of health care plans or retirement from vessel/terminal participants to assess Washington's total compensation position to the market.

#### Shipyard trades

- **We lead the market in base pay.** The average base pay for shipyard positions leads the market by an average of 9.7%.
- We did not receive sufficient information regarding the value of health care plans or retirement from shipyard trades participants to assess Washington's total compensation position to the market.

#### Administrative

- **We lag the market in base pay.** The average base pay for administrative positions lags the market by an average of 15.4%.
- **We lag the market in total compensation (base pay with benefits).** Administrative positions lag the market by an average of 18.2%.

### How well our health care plans perform against the market

For the 2024 survey, we calculated total compensation through three components: base pay value + health care value + retirement value.

Private sector organizations did not provide the information we needed to assess the employee value of health care and retirement benefits. As a result, very few benchmark jobs have a total compensation result for 2024.

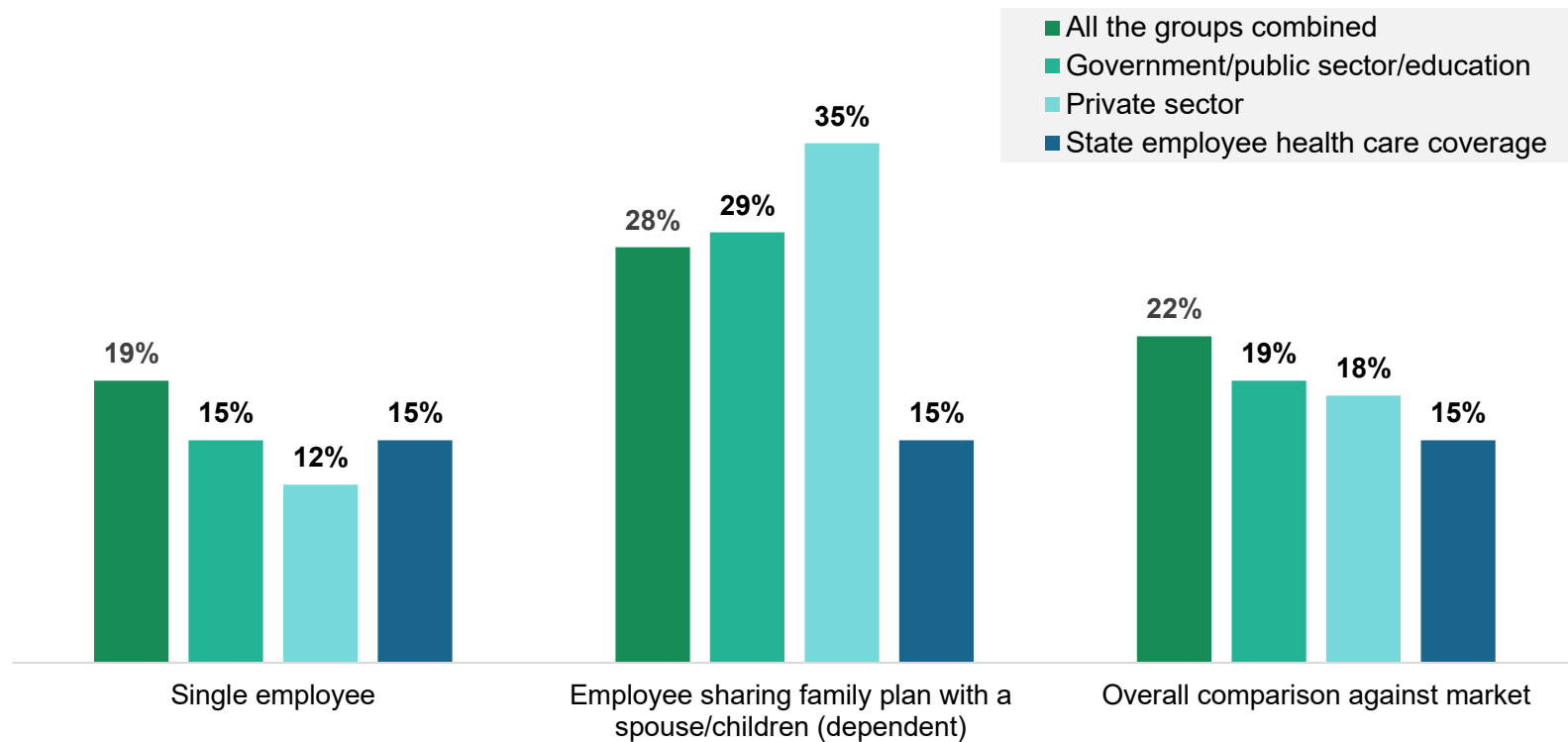
Health care is subject to collective bargaining for most represented employee groups as part of a coalition of unions instead of with each exclusive representative. While retirement benefits in Washington state are not subject to collective bargaining for most employees, these benefits are valuable components of total compensation. And these benefits provide important context when we compare Washington's compensation practices with public or private employers.

We used health care cost data from the 2023 Willis Towers Watson Healthcare Financial Benchmarks survey (2023 WTW survey report) as a benchmark to calculate our total compensation amounts. The information below is taken from the 2023 WTW survey report, page 12. Consistent with the 2022 findings by WTW, state employees contribute less for health care benefits than the overall market.

## Percent of health care coverage paid by state employees

Here are the most important takeaways from this graphic:

- Our health care coverage provides **better coverage at a lower price** than the market.
- **A state employee will pay less** for their health care plan than the market can offer.
- A state employee will pay **even less for their health care when the plan includes family or dependents** (spouse, children, family).



Survey data from Willis Towers Watson. All rights reserved. Proprietary and Confidential. For Willis Towers Watson and Willis Towers Watson client use only.

<https://leg.wa.gov/osa/additionalservices/Documents/2023FBSwithUtilizationWashingtonStateHealthCareAuthority-PEBB.pdf>

## How well our retirement plans perform against the market

The state is competitive in its retirement plan offerings. To support this conclusion, we took the employee's future benefit amount and turned it into a percentage that we based on average base pay, resulting in the state's retirement value varying by benchmark job.

Public Employees' Retirement System (PERS) Plan 2 is the state's most popular retirement plan. This defined benefit plan (which is an employee's guaranteed retirement benefit regardless of the stock market) includes most in-state public sector participants.

Published data indicates that private sector employers offer defined contribution plans more often than other kinds of retirement plans. For more information, see [Section 4: Study methodology, retirement value](#).

## How we gathered the data

The 2024 survey includes three categories that represent the Washington State Ferry (WSF) operations and 12 collective bargaining units:

- **Survey category A: Vessel/Terminal – bargaining units**
  - Masters, Mates and Pilots Masters (MM&P Masters)
  - Masters, Mates and Pilots Mates (MM&P Mates)
  - Marine Engineers Beneficial Association Licensed (MEBA Licensed)
  - Marine Engineers Beneficial Association Unlicensed (MEBA Unlicensed)
  - Marine Engineers Beneficial Association Port Engineer
  - Inlandboatmen's Union of the Pacific (IBU Deck and Terminal positions)
  - Ferry Agents, Supervisors and Project Administrator's Association (FASPAA Terminal Supervisor)
  - Port Captain (nonrepresented)
  - Masters, Mates and Pilots Watch Center Supervisors (MM&P Supervisors)
- **Survey category B: Shipyard trades – bargaining units**
  - Pacific Northwest Regional Council of Carpenters (Carpenters)
  - Puget Sound Metal Trades Council (Metal Trades)
  - Inlandboatmen's Union of the Pacific (IBU) (Shoregang positions)



- **Survey category C: Administrative – bargaining units**
  - Office and Professional Employees International Union (OPEIU) Local 8
  - Service Employees International Union (SEIU) Local 6

We moved from three custom questionnaires in 2022, to one comprehensive survey for all categories to increase collect of pay practice, paid time off, health care, retirement, and other benefit questions.

## **How we sought out the participants**

We invited 33 organizations to participate in the 2024 survey:

- Eighteen organizations responded with a 55% participation rate. State HR collected data from a public website for one organization.
- Six organizations are new participants.

We invited organizations to submit data based on the nature of their operation. To make participation more convenient, we pre-populated the questionnaires with previous responses from 2022 participants.

- There were nine participants for vessel/terminal: Public and private ferry systems on the West Coast of the United States, including British Columbia.
- There were seven participants for shipyard trades: public and private shipyards or ports engaged in ship and/or dock building, maintenance and/or repair in the Pacific Northwest, including British Columbia.
- There were eight participants for administrative: public and private companies engaged in marine business and large municipal/transit employers in the Puget Sound region.

## 2024 Participating Organizations

Organization	2024 Participant	2024 Survey Response	2022 Participant
Alaska, Alaska Marine Highway System	✓	Submitted Data	✓
Black Ball Ferry Line	✓	Submitted Data	✓
Boilermakers Local 104 - Lake Union Drydock Company	✓	Submitted Data	
Boilermakers Local 104 - Vigor Industrial, LLC – OR	✓	Submitted Data	✓
Boilermakers Local 104 - Vigor Industrial, LLC – WA	✓	Submitted Data	✓
British Columbia Ferry Services Inc.	✓	Datamined	✓
Everett Ship Repair, LLC (subsidiary of Ice Cap Holding, LCC)	✓	Submitted Data	
Foss Maritime Company	✓	Submitted Data	
King County	✓	Submitted Data	✓
Kitsap Transit	✓	Submitted Data	✓
Nichols Brothers Boat Builders (subsidiary of Ice Cap Holding, LCC)	✓	Submitted Data	
Pacific Fisherman	✓	Submitted Data	✓
Pierce County	✓	Submitted Data	✓
Port of Seattle	✓	Submitted Data	
Port of Tacoma	✓	Submitted Data	✓
Shared Ice Services, LLC (subsidiary of Ice Cap Holding, LCC)	✓	Submitted Data	
Skagit County	✓	Submitted Data	✓
Sound Transit (Central Puget Sound Regional Transit)	✓	Submitted Data	✓

## Section 2: Survey results

In this section, we present Washington's benchmark job information and related participant responses in three survey categories:

- A – Vessel/Terminal
- B – Shipyard Trades
- C – Administrative

Within in each survey category there are five areas of analysis:

- 1: Benchmarks – we note the applicable benchmark number, job and associated WSF Union.
- 2: Total compensation – includes the hourly rates for base salary, health care value and retirement value.
- 3: Premium pay – includes overtime compensation, penalty pay and other premiums paid for undesirable shifts.
- 4: Paid time off – includes annual accrual rates for vacation/paid time off, sick leave, and holidays.
- 5: Other benefits – includes health care value, retirement value, apprenticeship contributions, training, license reimbursement, medical examinations and employer-directed travel.

## A. Survey category: Vessel/Terminal

### A1: Benchmarks

Benchmark Number	Benchmark Title	WSF Union name
301	Master/Captain/Pilot	MM&P - Masters
302	Chief Mate/Pilot	MM&P - Mates
303	Second Mate	MM&P - Mates
304	Staff Chief Engineer	MEBA Licensed
305	Chief Engineer	MEBA Licensed
306	Assistant Engineer	MEBA Licensed
307	Oiler	MEBA Unlicensed
308	Wiper	MEBA Unlicensed
309	Able Seaman/Bos'n	IBU - Deck
310	Able Seaman (AB)	IBU - Deck
311	Ordinary Seaman (OS)	IBU - Deck
312	Ticket Seller (Auto)	IBU - Terminal
313	Ticket Taker	IBU - Terminal
314	Terminal Attendant/Watchman	IBU - Terminal
315	Information Agent	IBU - IT
316	Web Information Agent	IBU - IT
317	Shore Gang Worker	IBU - Maintenance
318	Terminal Supervisor	FASPAA
319	Port Captain	Nonrepresented
320	Port Engineer	MEBA Port Engineers
321	Marine Operations Watch Supervisor	MM&P - Watch Center Supervisors
322	Fleet Facility Safety Officer	MM&P - Watch Center Supervisors

## A2: Total compensation

Includes actual base pay, health care value and retirement value.

The following tables compare the hourly participant average to Washington's values for base salary, health care, retirement and total compensation for vessel/terminal benchmark jobs by benchmark number.

### MM&P Masters

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
301	Master/Captain/Pilot	All participants	6	65	1	\$47.53	\$61.66	\$62.98	-	\$7.04	-
301	Master/Captain/Pilot	Participants requiring Pilot's license for vessels of any gross tons	2	29	-	-	-	\$59.94			
301	Master/Captain/Pilot	Washington	1	38	-	\$64.82	64.82	\$63.93	\$5.31	\$8.10	\$77.34
301	Master/Captain/Pilot	<b>% Difference</b> (All participants)				25.7%	3.6%	0.2%	n/a	13.1%	n/a

*MM&P Masters - Average % Above or Below Market (all participants):*      26.7%      4.9%      1.5%      n/a      13.1%      n/a

MM&P Mates

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
302	Chief Mate/Pilot	Participants	3	17	-	-	-	\$61.57	-	-	-
302	Chief Mate/Pilot	Participants requiring Pilot's license for vessels of any gross tons	1	15	-	-	-	-			
302	Chief Mate/Pilot	Washington	1	50	-	\$51.44	\$51.44	\$51.44	\$5.31	\$6.52	\$63.27
302	Chief Mate/Pilot	<i>% Difference (All participants)</i>				n/a	n/a	-19.7%	n/a	n/a	n/a
303	Second Mate	Participants	3	8	-	-	-	\$54.75	-	-	-
303	Second Mate	Participants requiring Pilot's license for vessels of any gross tons	1	6	-	-	-	-			
303	Second Mate	Washington	1	20	-	\$48.07	\$48.07	\$48.07	\$5.31	\$6.09	\$59.47
303	Second Mate	<i>% Difference (All participants)</i>				n/a	n/a	-13.9%	n/a	n/a	n/a
<i>MM&amp;P Mates - average % above or below market (all participants):</i>						n/a	n/a	-16.8%	n/a	n/a	n/a

**MEBA Licensed**

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
304	Staff Chief Engineer	Participants	-	-	-	-	-	-	-	-	-
304	Staff Chief Engineer	Washington	1	22	-	\$72.39	\$72.39	\$72.39	\$5.31	\$9.17	\$86.87
304	Staff Chief Engineer	<b>% Difference</b>				<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
305	Chief Engineer	Participants	3	35	-	-	-	\$60.81	-	-	-
305	Chief Engineer	Washington	1	45	-	\$55.39	\$55.39	\$55.39	\$5.31	\$7.02	\$67.72
305	Chief Engineer	<b>% Difference</b>				<b>n/a</b>	<b>n/a</b>	<b>-9.8%</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
306	Assistant Engineer	Participants	4	18	1	\$50.69	\$64.26	\$59.79	-	-	-
306	Assistant Engineer	Washington	1	69	-	\$46.34	\$46.34	\$46.34	\$5.31	\$5.87	\$57.52
306	Assistant Engineer	<b>% Difference</b>				<b>-9.4%</b>	<b>-38.7%</b>	<b>-29.0%</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
<b>MEBA Licensed - Average % Above or Below Market:</b>						<b>-9.4%</b>	<b>-38.7%</b>	<b>-19.4%</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
<b>Vessel/Terminal Licensed- Average % Above or Below Market:</b>						<b>8.6%</b>	<b>-16.9%</b>	<b>-14.2%</b>	<b>n/a</b>	<b>13.1%</b>	<b>n/a</b>

## MEBA Unlicensed

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
307	Oiler	Participants	4	25	1	\$32.22	\$38.39	\$37.88	-	\$3.24	-
307	Oiler	Washington	1	180	-	\$32.17	\$32.17	\$32.17	\$5.31	\$4.07	\$41.55
307	Oiler	% Difference				-0.2%	-19.4%	-17.8%	n/a	20.4%	n/a
308	Wiper	Participants	3	5	-	-	-	\$33.36	-	-	-
308	Wiper	Washington	1	14	-	\$26.67	\$26.67	\$26.67	\$5.31	\$3.38	\$35.36
308	Wiper	% Difference				n/a	n/a	-25.1%	n/a	n/a	n/a

*MEBA Unlicensed - successful benchmarks average % above or below market:*      -0.2%      -19.4%      -21.4%      n/a      -20.4%      n/a

## IBU

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
309	Able Seaman/Bos'n	Participants	3	13	-	-	-	\$38.05	-	-	-
309	Able Seaman/Bos'n	Washington	1	47	-	\$38.15	\$38.15	\$38.15	\$5.31	\$4.83	\$48.30
309	Able Seaman/Bos'n	% Difference				n/a	n/a	0.3%	n/a	n/a	n/a
310	Able Seaman (AB)	Participants	4	64	-	-	-	\$37.62	-	-	-
310	Able Seaman (AB)	Washington	1	140	-	\$36.23	\$36.23	\$36.23	\$5.31	\$4.59	\$46.13
310	Able Seaman (AB)	% Difference				n/a	n/a	-3.8%	n/a	n/a	n/a
311	Ordinary Seaman (OS)	Participants	5	82	1	\$33.02	\$41.54	\$37.04	-	\$3.99	-
311	Ordinary Seaman (OS)	Washington	1	175	1	\$25.66	\$30.19	\$30.22	\$5.31	\$3.83	\$39.37
311	Ordinary Seaman (OS)	% Difference				-28.7%	-37.76%	-22.6%	n/a	-4.3%	n/a



IBU (continued)

Benchmark no	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
312	Ticket Seller (Auto)	Participants	1	0	-	-	-	-	-	-	-
312	Ticket Seller (Auto)	Washington	1	117	1	\$28.39	\$33.34	\$33.34	\$5.31	\$4.22	\$42.88
312	Ticket Seller (Auto)	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
313	Ticket Taker	Participants	2	6	-	-	-	-	-	-	-
313	Ticket Taker	Washington	1	34	1	\$25.42	\$29.91	\$30.01	\$5.31	\$3.80	\$39.13
313	Ticket Taker	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
314	Terminal Attn/Watchman	Participants	1	-	-	-	-	-	-	-	-
314	Terminal Attn/Watchman	Washington	1	96	1	\$24.40	\$28.60	\$28.63	\$5.31	\$3.63	\$37.57
314	Terminal Attn/Watchman	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
315	Information Agent	Participants	3	12	1	\$28.94	\$35.47	\$32.14	-	\$4.06	-
315	Information Agent	Washington	1	19	1	\$26.87	\$31.14	\$29.85	\$5.31	\$3.78	\$38.94
315	Information Agent	% Difference				-7.7%	-13.9%	-7.7%	n/a	-7.5%	n/a
316	Web Information Agent	Participants	2	7	-	-	-	\$26.08	\$5.31	\$1.00	-
316	Web Information Agent	Washington	1	6	1	\$29.15	\$33.74	\$33.68	\$5.31	\$4.27	\$43.26
316	Web Information Agent	% Difference				n/a	n/a	22.6%	0.0%	76.6	n/a
317	Shore Gang Worker	Participants	1	12	-	-	-	-	-	-	-
317	Shore Gang Worker	Washington	1	21	-	\$39.85	\$39.85	\$39.85	\$5.31	\$5.05	\$50.21
317	Shore Gang Worker	% Difference				n/a	n/a	n/a	n/a	n/a	n/a

*IBU - successful benchmarks average % above or below market: -18.2% -25.7% -7.5% 0.0% 21.6% n/a*

## FASPAA Terminal Supervisor

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
318	Terminal Supervisor	Participants	2	13	-	-	-	-	-	-	-
318	Terminal Supervisor	Washington	1	31	-	\$47.38	\$47.38	\$47.38	\$5.31	\$6.00	\$58.70
318	Terminal Supervisor	<b>% Difference</b>				<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

*FASPAA Terminal Supervisor - successful benchmarks average % above or below market:*      *n/a*      *n/a*      *n/a*      *n/a*      *n/a*      *n/a*

*Vessel/Terminal Unlicensed - successful benchmarks average % above or below market:*      *-12.2%*      *-23.6%*      *-11.0%*      *0.05*      *21.3%*      *n/a*

## Port Captain

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Monthly salary range minimum (average)	Monthly salary range maximum (average)	Monthly actual base pay (average)	Monthly health care value (average)	Monthly retirement value (average)	Monthly total comp. (actual base pay + health care + retirement)
319	Port Captain	Participants	4	7	4	\$8,321	\$11,182	\$10,038	-	\$1,120	-
319	Port Captain	Washington	1	3	-	\$7,986	\$13,760	\$12,210	\$5	\$1,547	\$13,762
319	Port Captain	<b>% Difference</b>				<b>-4.2%</b>	<b>18.7%</b>	<b>17.85</b>	<b>n/a</b>	<b>27.6%</b>	<b>n/a</b>

*Port Captain - successful benchmarks average % above or below market:*      *-4.2%*      *18.7%*      *17.8%*      *n/a*      *27.6%*      *n/a*

**MEBA Port Engineer**

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Monthly salary range minimum (average)	Monthly salary range maximum (average)	Monthly actual base pay (average)	Monthly health care value (average)	Monthly retirement value (average)	Monthly total comp. (actual base pay + health care + retirement)
320	Port Engineer	Participants	3	4	3	\$7,539	\$10,407	\$8,949	-	\$842	-
320	Port Engineer	Washington	1	3	-	\$11,536	\$11,536	\$11,536	\$5	\$1,461	\$13,002
320	Port Engineer	<b>% Difference</b>				<b>34.6%</b>	<b>9.8%</b>	<b>22.4%</b>	<b>n/a</b>	<b>42.4%</b>	<b>n/a</b>

*MEBA Port Engineer - successful benchmarks average % above or below market: 34.6% 9.8% 22.4% n/a 42.4% n/a*

<i>V/T Port Captain, Port Engineer - successful benchmark average % above or below market:</i>						<i>15.2%</i>	<i>14.3%</i>	<i>20.1%</i>	<i>n/a</i>	<i>35.0%</i>	<i>n/a</i>
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## MM&P Watch Center Supervisors

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of employees	No. of orgs. using salary schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
321	Marine Operations Watch Supervisor	Participants	1	3	1	-	-	-	-	-	-
321	Marine Operations Watch Supervisor	Washington	1	7	1	\$39.58	\$49.47	\$49.47	\$5.31	\$6.27	\$61.05
321	Marine Operations Watch Supervisor	<b>% Difference</b>				<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
322	Fleet Facility Safety Officer	Participants	2	5	1	\$50.15	\$88.44	\$71.83	-	-	-
322	Fleet Facility Safety Officer	Washington	1	3	1	\$39.58	\$49.47	\$47.82	\$5.31	\$6.06	\$59.19
322	Fleet Facility Safety Officer	<b>% Difference</b>				<b>-26.7</b>	<b>-78.8</b>	<b>-50.2</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
<b>V/T Watch Center Supervisors - successful benchmark average % above or below market:</b>						<b>-26.7</b>	<b>-78.8</b>	<b>-50.2</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

The following vessel/terminal benchmarks failed due to lack of participant responses:

- 304 Staff Chief Engineer
- 312 Ticket Seller (Auto)
- 313 Ticket Taker
- 314 Terminal Attendant/Watchman
- 316 Web Information Agent
- 317 Shore Gang Worker
- 318 Terminal Supervisor
- 321 Marine Operations Watch Supervisor

### A3: Premium pay

Premium pay includes overtime compensation, penalty pay for hazardous work and other premiums paid for undesirable shifts. The premium pays included below are those we received comparable data on. This is not a comprehensive list of all WSF premium pays for employees in the vessel/terminal benchmark group.

**Overtime rate** – this is pay for the time someone worked before or after their regular scheduled shift.

The tables below show the overtime rates that Washington and participants paid to regular, full-time employees in the vessel/terminal benchmark groups when an employee works more hours than their scheduled shift. We note Washington’s practices with an “X” in the data tables.

Overall Vessel/Terminal (benchmarks 301 - 322)		
Overtime rate	Participants	Washington
150% of base pay	5	X
200% of base pay	1	
Not applicable		X

MM&P Masters (benchmark 301)		MM&P Mates (benchmarks 302 - 303)		
Overtime rate	Participants	Washington	Participants	Washington
150% of base pay	3	X	1	X
200% of base pay	1		1	

MEBA Licensed (benchmarks 304 - 306)		MEBA Unlicensed (benchmarks 307 - 308)		
Overtime rate	Participants	Washington	Participants	Washington
150% of base pay	3	X	2	X
200% of base pay	1		1	

	IBU Deckhand (benchmarks 309 - 311)		IBU Terminal (benchmarks 312 - 317)	
Overtime rate	Participants	Washington	Participants	Washington
150% of base pay	3	X	3	X
200% of base pay	1			

	FASPAA Terminal Supervisors (benchmark 318)	
Overtime rate	Participants	Washington
150% of base pay	1	X
200% of base pay		

	Port Captain (nonrepresented) (benchmark 319)		MEBA Port Engineers (benchmark 320)	
Overtime rate	Participants	Washington	Participants	Washington
150% of base pay	1		1	
200% of base pay				
Not applicable		X		X

	MM&P Watch Center Supervisors (benchmarks 321 - 322)	
Overtime rate	Participants	Washington
150% of base pay		
200% of base pay		
Not applicable		X

**Minimum call out pay** – work that was more than a scheduled work shift, work on scheduled day off, calls to return to work.

The tables below show the minimum number of hours and salary rates that the state and survey participants paid to regular, full-time employees in the vessel/terminal benchmark groups when employees worked more than their scheduled shift.

	Overall Vessel/Terminal (benchmarks 301 - 322)	
Minimum call out Min. hours / other benefit	No. of participants	Washington
4 hours @ 100% of base pay	2	X
8 hours @ 100% of base pay		X
2 hours @ 150% of base pay	2	
3 hours @ 150% of base pay	1	
4 hours @ 150% of base pay	2	
8 hours @ 150% of base pay		X
0.5 hours @ 200% of base pay	1	
Penalty pay in addition to applicable rate	1	X
100% for actual hours		X
Not applicable		X

	MM&P Masters (benchmark 301)		MM&P Mates (benchmarks 302 - 303)	
Minimum call out Min. hours / other benefit	No. of participants	Washington	No. of participants	Washington
4 hours @ 100% of base pay				
8 hours @ 100% of base pay				
2 hours @ 150% of base pay	2		1	
3 hours @ 150% of base pay	1			
4 hours @ 150% of base pay				
8 hours @ 150% of base pay		X		X
0.5 hours @ 200% of base pay	1		1	
Penalty pay in addition to applicable rate	1			
100% for actual hours				

Minimum call out Min. hours / other benefit	MEBA Licensed (benchmarks 304 - 306)		MEBA Unlicensed (benchmarks 307 - 308)	
	No. of participants	Washington	No. of participants	Washington
4 hours @ 100% of base pay				
8 hours @ 100% of base pay		X		
2 hours @ 150% of base pay	1		1	
3 hours @ 150% of base pay	1		1	
4 hours @ 150% of base pay				
8 hours @ 150% of base pay				X
0.5 hours @ 200% of base pay				
Penalty pay in addition to applicable rate				
100% for actual hours				

Minimum call out Min. hours / other benefit	IBU Deckhand (benchmarks 309 - 311)		IBU Terminal (benchmarks 312 - 317)	
	No. of participants	Washington	No. of participants	Washington
4 hours @ 100% of base pay		X		X
8 hours @ 100% of base pay				
2 hours @ 150% of base pay	1		1	
3 hours @ 150% of base pay	1		1	
4 hours @ 150% of base pay				
8 hours @ 150% of base pay				
0.5 hours @ 200% of base pay				
Penalty pay in addition to applicable rate				
100% for actual hours				



	FASPAA Terminal Supervisors (benchmark 318)		Port Captain (nonrepresented) (benchmark 319)		MEBA Port Engineers (benchmark 320)	
Minimum call out Min. hours / other benefit	No. of participants	Washington	No. of participants	Washington	No. of participants	Washington
4 hours @ 100% of base pay		X				
8 hours @ 100% of base pay						
2 hours @ 150% of base pay						
3 hours @ 150% of base pay						
4 hours @ 150% of base pay	1		1		1	
8 hours @ 150% of base pay		X				
0.5 hours @ 200% of base pay						
Penalty pay in addition to applicable rate						
100% for actual hours				X		X

	MM&P Watch Center Supervisors (benchmarks 321 - 322)	
Minimum call out Min. hours / other benefit	No. of participants	Washington
4 hours @ 100% of base pay		
8 hours @ 100% of base pay		
2 hours @ 150% of base pay		
3 hours @ 150% of base pay		
4 hours @ 150% of base pay		
8 hours @ 150% of base pay		
0.5 hours @ 200% of base pay		
Penalty pay in addition to applicable rate		
100% for actual hours		
Not applicable		X

**Early call out pay** – this is when an employee is called to work before the start of their regular scheduled shift.

The tables below show the minimum overtime hours and rates that survey participants and the state pay to regular, full-time employees in the vessel/terminal benchmark groups when these employees get called to work before the start of their regular scheduled shift.

	Overall Vessel/Terminal (benchmarks 301 - 322)	
Early call out Min. hours / rate of pay	No. of participants	Washington
1 hour @ 150% of base pay	1	X
2 hour @ 150% of base pay	1	
0.5 hours @ 200% of base pay	1	
1 hour @ 200% of base pay	1	
Not applicable		X

	MM&P Masters (benchmark 301)		MM&P Mates (benchmarks 302 - 303)	
Early call out Min. hours / rate of pay	No. of participants	Washington	No. of participants	Washington
1 hour @ 150% of base pay	1	X		X
2 hour @ 150% of base pay	1		1	
0.5 hours @ 200% of base pay	1		1	
1 hour @ 200% of base pay				

	MEBA Licensed (benchmarks 304 - 306)		MEBA Unlicensed (benchmarks 307 - 308)	
Early call out Min. hours / rate of pay	No. of participants	Washington	No. of participants	Washington
1 hour @ 150% of base pay	1	X	1	X
2 hour @ 150% of base pay	1		1	
0.5 hours @ 200% of base pay				
1 hour @ 200% of base pay			1	

	IBU Deckhand (benchmarks 309 - 311)		IBU Terminal (benchmarks 312 - 317)	
Early call out Min. hours / rate of pay	No. of participants	Washington	No. of participants	Washington
1 hour @ 150% of base pay	1	X	1	X
2 hour @ 150% of base pay	1		1	
0.5 hours @ 200% of base pay	1			
1 hour @ 200% of base pay				

	FASPAA Terminal Supervisors (benchmark 318)		Port Captain (nonrepresented) (benchmark 319)		MEBA Port Engineers (benchmark 320)	
Early call out Min. hours / rate of pay	No. of participants	Washington	No. of participants	Washington	No. of participants	Washington
1 hour @ 150% of base pay		X				
0.5 hours @ 200% of base pay						
1 hour @ 200% of base pay						
Not applicable				X		

	MM&P Watch Center Supervisors (benchmarks 321 - 322)	
Early call out Min. hours / rate of pay	No. of participants	Washington
1 hour @ 150% of base pay		
0.5 hours @ 200% of base pay		
1 hour @ 200% of base pay		
Not applicable		X

**Vessel/terminal – Alaska Marine Highway System – COLD data**

Alaska State Law AS 23.40.210 provides that collective bargaining agreements include a pay plan with a Cost of Living Differential (COLD) between the salaries paid to employees residing in Alaska and employees residing outside of Alaska. These payments are available to Alaskan residents who are employed in several Alaska Marine Highway System benchmark job matches. We summarized the applicable COLD payments by benchmark job in the data tables below. The Regional Price Parity Index was not applied to these premium pay rates.

Alaska MM&P and MEBA pay COLD as a flat rate per pay period in addition to base pay:

Benchmark no.	Benchmark title	Alaska COLD per pay period*	Alaska COLD per hour *
301	Master/Captain/Pilot	\$664.40	\$7.91
302	Chief Mate/Pilot	\$552.64	\$6.58
303	Second Mate	\$483.78	\$5.76
304	Chief Engineer	\$601.05	\$7.16
305	Assistant Engineer	\$518.10	\$6.17

\*Hourly rate calculated based on participant reported 84 hours per two-week pay period.

Alaska IBU pays the COLD premium with different hourly rates for residents and non-residents.

Benchmark no.	Benchmark title	Alaska Regular Resident hourly rate	Alaska Regular Non-resident hourly rate	Alaska Regular Resident hourly differential
307	Oiler	\$29.21	\$25.25	\$3.96
308	Wiper	\$24.48	\$20.88	\$3.60
309	Able Seaman/Bos'n	\$31.18	\$26.78	\$4.40
310	Able Seaman (AB)	\$28.16	\$24.67	\$3.49
311	Ordinary Seaman (OS)	\$25.79	\$21.99	\$3.80

#### A4: Paid time off

This includes the annual accrual rates that employees receive for vacation leave or paid time off (PTO) leave, sick leave and paid holidays.

##### Vacation leave/PTO

WSF employees accrue vacation leave. Participant responses reflect an even mix of vacation leave and PTO accrual for employees in the vessel/terminal category. The tables in this section reflect the average annual accrual (accrual rate) for participants compared to Washington.

The tables below provide a side-by-side comparison of Washington and participant vacation leave/PTO accrual rates by years of service, maximum carry-over hours and cash-out rates for employees in vessel/terminal jobs. If there is insufficient data to show separate accrual rates for vacation leave and PTO, a combined total is shown.

The table below compares the participant overall average of vacation leave accrual rates and overall average of PTO accrual rates to Washington’s overall vacation leave accrual rates for employees in vessel/terminal jobs.

	Overall Vessel/Terminal (benchmarks 301 - 322)	Overall Vessel/Terminal (benchmarks 301 - 322)	Washington (benchmarks 301 - 322)
Years of service	Vacation accrual (average annual hours)	PTO accrual (average annual hours)	Vacation accrual (average annual hours)
1	83	134	100
5	191	203	156
10	209	245	172
15	217	266	194
20	236	268	223
25	252	271	237
26+	253	271	243

The table below compares the participant combined average of vacation leave and PTO accrual rates to Washington’s overall vacation leave accrual rates for employees in vessel/terminal licensed jobs. There was insufficient data to provide separate averages for participant vacation leave and PTO accrual rates.

	<b>MM&amp;P Mates and Masters (benchmarks 301 - 303)</b>	<b>MEBA Licensed (benchmarks 304 - 306)</b>	<b>Washington (benchmarks 301 - 306)</b>
<b>Years of service</b>	<b>Vacation/PTO accrual (average annual hours)</b>	<b>Vacation/PTO accrual (average annual hours)</b>	<b>Vacation accrual (average annual hours)</b>
1	97	98	96
5	194	252	160
10	216	298	176
15	229	300	200
20	237	306	232
25	252	312	248
26+	252	312	272

The table below compares the participant combined average of annual vacation leave and PTO accrual rates to Washington’s vacation leave accrual rates for employees in vessel/terminal unlicensed jobs. There was insufficient data to provide separate averages for participant vacation leave and PTO accrual rates. In addition, there was insufficient data to provide participant accrual rates for employees in vessel/terminal FASPAA jobs.

	<b>MEBA Unlicensed (benchmarks 307 - 308)</b>	<b>IBU Deckhands (benchmarks 309 - 311)</b>	<b>IBU Terminal (benchmarks 312 - 317)</b>	<b>FASPAA Terminal Supervisor (benchmark 318)</b>	<b>Washington (benchmarks 307 - 318)</b>
<b>Years of service</b>	<b>Vacation/PTO accrual (average annual hours)</b>	<b>Vacation/PTO accrual (average annual hours)</b>	<b>Vacation/PTO accrual (average annual hours)</b>	<b>Vacation/PTO accrual (average annual hours)</b>	<b>Vacation accrual (average annual hours)</b>
1	62	87	148	Insufficient Data	96
5	252	195	187		160
10	258	214	203		176
15	258	221	235		200
20	264	233	245		232
25	264	242	260		248
26+	264	242	260		272

The table below compares the participant combined average of vacation leave and PTO accrual rates to Washington’s vacation leave accrual rates for employees in vessel/terminal Port Captain and Port Engineer jobs. There was insufficient data to provide separate averages for participant vacation leave and PTO accrual rates. In addition, there was insufficient data to provide participant accrual rates for employees in vessel/terminal MM&P Watch Center Supervisor jobs.

	Port Captain MEBA Port Engineer (benchmarks 319 - 320)	Washington (benchmarks 319 - 320)
Years of service	Vacation/PTO accrual (average annual hours)	Vacation accrual (average annual hours)
1	130	112
5	154	136
10	174	160
15	202	176
20	222	192
25	236	200
26+	238	200

	MM&P Watch Center Supervisors (benchmarks 321 - 322)	Washington (benchmarks 321 - 322)
	Vacation/PTO accrual (average annual hours)	Vacation accrual (average annual hours)
	Insufficient data	96
		160
		176
		200
		232
		248
		272

The table below shows vacation hour carry-over and cash-out practices for Washington and vessel/terminal participants.

	Vacation hours - max. carry-over			Vacation hours - cash-out allowed			
	Low	Average	High	Year end (no. of participants)	Termination (no. of participants)	Retirement (no. of participants)	Cash out rate (average)
Washington (benchmarks 301 - 322)	240	240	320	No	Yes	Yes	100%
Overall Vessel/Terminal (benchmarks 301 - 322)	320	408	840	5	11	11	100%
MM&P Mates and Masters (benchmarks 301 - 303)	320	486	840	2	4	4	100%
MEBA Licensed (benchmarks 304 - 306)	320	328	336	1	2	2	100%
MEBA Unlicensed (benchmarks 307 - 308)	320	470	840	3	4	4	100%
IBU Deckhands (benchmarks 309 - 311)	320	515	840	2	3	3	100%
IBU Terminal (benchmarks 312 - 317)	320	360	400		2	2	100%
FASPAA Terminal Supervisor (benchmark 318)	No response						
Port Captain MEBA Port Engineer (benchmarks 319 - 320)	Insufficient data						
MM&P Watch Center Supervisors (benchmarks 321 - 322)	Insufficient data						



The table below shows the overall vessel/terminal participant maximum PTO hours carry-over and cash-out practices.

	PTO hours - max. carry-over			PTO hours - cash-out allowed			
	Low	Median	High	Year end (no. of participants)	Termination (no. of participants)	Retirement (no. of participants)	Cash out rate (average)
Overall Vessel/Terminal (4 participant groups)	160	649	1000	4	7	7	100%

### Sick leave

Sick leave accrual is typically offered with vacation leave accrual. It is not usually offered in addition to PTO.

Sick leave accrual and pay practices are the same for all Washington vessel/terminal employees. The table below shows Washington’s annual sick leave hours accrual, maximum carry-over hours, and cash-out practices and those of the vessel/terminal participants.

	Sick leave accrual (average annual hours)	Maximum carry-over hours			Cash out allowed			
		Low	Average	High	Year end (no. of participants)	Termination (no. of participants)	Retirement (no. of participants)	Cash out rate (average)
Washington (benchmarks 301 - 322)	96	Unlimited	Unlimited	Unlimited	over 480 hours	Yes	Yes	25%
Overall Vessel/Terminal (benchmarks 301 - 322)	114	40	264	1040	2	7	2	32%
MM&P Mates and Masters (benchmarks 301 - 303)	110	40	510	Unlimited	2	1	2	30%
MEBA Licensed (benchmarks 304 - 306)	Insufficient data							
MEBA Unlicensed (benchmarks 307 - 308)	108	40	105	Unlimited		1	1	35%
IBU Deckhands (benchmarks 309 - 311)	100	40	308	Unlimited		1	1	30%
IBU Terminal (benchmarks 312 - 317)	96	960	960	Unlimited		1	2	30%
FASPAA Terminal Supervisor (benchmark 318)	Insufficient data							
Port Captain MEBA Port Engineer (benchmarks 319-320)	Insufficient data							
MM&P Watch Center Supervisors (benchmarks 321-322)	Insufficient data							

## Holidays

The table below shows Washington’s actual number of paid holidays and personal leave days and the vessel/terminal participant average days.

	Participants		Washington	
	Average no. of paid holidays	Average no. of personal leave days	Average no. of paid holidays	Average no. of personal leave days
Overall Vessel/Terminal (benchmarks 301 - 322)	12	2	12	1
MM&P Mates and Masters (benchmarks 301 - 303)	11	2	13	
MEBA Licensed (benchmarks 304 - 306)	11	2	13	
MEBA Unlicensed (benchmarks 307 - 308)	12	2	13	
IBU Deckhands (benchmarks 309 - 311)	11	2	13	
IBU Terminal (benchmarks 312 - 317)	12	2	13	
FASPAA Terminal Supervisor (benchmark 318)	Insufficient data		13	
Port Captain MEBA Port Engineer (benchmarks 319-320)	11	2	12	1
MM&P Watch Center Supervisors (benchmarks 321-322)	12	1	11	2

## A5: Other benefits

This includes health care value, retirement value, apprenticeship contributions, training, license reimbursement, medical examinations and compensation for employer-directed travel.

We present vessel/terminal overall results in this section.

### Health care value

Health care value is the “value that the employee receives” and is how much you can expect your plan to pay for your health care costs. We collected the following information to calculate the health care value for participant vessel/terminal employees. We present health care value results in [Part 2: Total compensation](#). For more information, you can review [Section 4: Study Methodology, health care value](#).

Health Plan Type	Participants	Washington
Health Management Plan	1	
Preferred Provider Organization	8	X
Plan includes vision	4	

Health Plan Metal Tier	Participants	Washington
Gold	6	X
Platinum	2	

## Retirement value

We calculated the retirement value after a model we developed in partnership with the Office of the State Actuary. This framework calculates the lump-sum present value for the retirement benefit that an employee earned, regardless of the their type of plan (such as defined-benefit (DB), defined-contribution (DC) or hybrid plans).

Most Washington State employees participate in the Public Employees Retirement System Plan 2, a DB plan. The table below shows Washington’s retirement plan type and the number of participants who offer DB and DC plans to employees in vessel/terminal jobs. We presented the retirement value results in [Part 2: Total compensation](#). For more information, you can visit [Section 4: Study Methodology, retirement value](#).

Plan Type	Participants	Washington
Defined benefit	6	X
Defined contribution	5	

## Social Security

The table below is a summary of vessel/terminal participant responses regarding Social Security contributions.

	Employees contribute to Social Security
	Yes
Washington	X
Participants	6

## Apprenticeship contributions

The table below shows the WSF collective bargaining groups and number of vessel/terminal participants that make contributions to apprenticeships or similar training.

Employer makes contributions to apprenticeships or similar training	
Washington	MEBA Licensed MEBA Unlicensed MM&P Watch Center Supervisors FASPAA
Participants	2

## Training

The table below shows Washington’s training practices for vessel/terminal licensed jobs and the overall vessel/terminal participant response rate.

Training benefit	Overall Vessel/Terminal (benchmarks 301 - 322)	
	Participants	Washington
Provides training reimbursement	18	X
Paid for scheduled work shift	8	X
Minimum term of employment required	1	

### License reimbursement

The table below shows Washington’s license reimbursement practices for vessel/terminal licensed jobs and the overall vessel/terminal participant response rate.

	Overall Vessel/Terminal (benchmarks 301 - 322)	
License benefit	Participants	Washington
Pay for TWIC	10	X
Pay for MMC	7	X

### Medical examinations

Physical examinations are required for U.S. Coast Guard license renewals. The table below shows Washington’s medical examination reimbursement practice and the overall vessel/terminal participant response rate.

	Overall Vessel/Terminal (benchmarks 301 - 322)	
Medical exam benefit	Participants	Washington
At 100%	6	X

### Compensation for employer-directed travel

The table below shows Washington’s compensation for employer-directed travel and the overall response from vessel/terminal participants regarding similar practices.

	Compensation for employer-directed travel	
Travel benefit	Participants	Washington
Travel time paid at 100%	8	X
Mileage reimbursement		X
Meals and lodging per day	9	X

## B. Survey category: Shipyard Trades

### B1: Benchmarks

Benchmark Number	Benchmark Title	Union name
401	Shipwright/Carpenter	Carpenters
402	Shipyard Insulation	Carpenters
403	Shipyard Boilermaker/Welder	Metal Trades
404	Shipyard Electrician	Metal Trades
405	Shipyard Machinist	Metal Trades
406	Shipyard Pipefitter	Metal Trades
407	Shipyard Sheet Metal Worker	Metal Trades
408	Shipyard Truck Driver	Metal Trades
409	Shipyard Warehouse Worker	Metal Trades



## B2: Total compensation

The following tables show the hourly participant average and Washington’s base salary, health care value, retirement value and total compensation for shipyard trades benchmark jobs.

### Carpenters

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of journey employees	Salary Schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value <sup>2</sup>	Hourly total comp. (actual base pay + health care + retirement)
401	Shipwright/Carpenter	Participants	3	13	-	\$36.32	\$41.14	\$36.89	\$5.31	-	-
401	Shipwright/Carpenter	Washington	1	13	-	\$35.88	\$35.88	\$35.88	\$5.31	\$4.54	\$45.74
401	Shipwright/Carpenter	% Difference				-1.2%	-14.7%	-2.8%	0.0%	n/a	n/a
402	Shipyard Insulation	Participants	1	3	-	-	-	-	-	-	-
402	Shipyard Insulation	Washington	1	3	-	\$35.88	\$35.88	\$35.88	\$5.31	\$4.54	\$45.74
402	Shipyard Insulation	% Difference				n/a	n/a	n/a	n/a	n/a	n/a

*Carpenters - successful benchmarks total % above or below market:*      -1.2%      -14.7%      -2.8%      n/a      n/a      n/a

### Metal Trades

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of journey employees	Salary Schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
403	Shipyard Boilermaker/Welder	Participants	6	116	-	\$36.08	\$41.88	\$37.18	\$5.31	-	-
403	Shipyard Boilermaker/Welder	Washington	1	8	-	\$36.91	\$36.91	\$36.91	\$5.31	\$4.68	\$46.90
403	Shipyard Boilermaker/Welder	% Difference				2.2%	-13.5%	-0.7%	0.0%	n/a	n/a

**Metal Trades** (continued)

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	No. of journey employees	Salary Schedule	Hourly salary range minimum (average)	Hourly salary range maximum (average)	Hourly actual base pay (average)	Hourly health care value (average)	Hourly retirement value (average)	Hourly total comp. (actual base pay + health care + retirement)
404	Shipyard Electrician	Participants	3	8	-	\$37.03	\$42.10	\$36.67	\$5.31	-	-
404	Shipyard Electrician	Washington	1	12	-	\$36.91	\$36.91	\$36.91	\$5.31	\$4.68	\$46.90
404	Shipyard Electrician	<b>% Difference</b>				<b>-0.3%</b>	<b>-14.1%</b>	<b>0.7%</b>	<b>0.0%</b>	<b>n/a</b>	<b>n/a</b>
405	Shipyard Machinist	Participants	3	8	-	\$36.28	\$41.93	\$37.29	\$5.31	-	-
405	Shipyard Machinist	Washington	1	13	-	\$36.91	\$36.91	\$36.91	\$5.31	\$4.68	\$46.90
405	Shipyard Machinist	<b>% Difference</b>				<b>1.7%</b>	<b>-13.6%</b>	<b>-1.0%</b>	<b>0.0%</b>	<b>n/a</b>	<b>n/a</b>
406	Shipyard Pipefitter	Participants	2	8	-	\$32.27	\$36.19	\$33.36	\$5.31	-	-
406	Shipyard Pipefitter	Washington	1	11	-	\$36.91	\$36.91	\$36.91	\$5.31	\$4.68	\$46.90
406	Shipyard Pipefitter	<b>% Difference</b>				<b>12.6%</b>	<b>2.0%</b>	<b>9.6%</b>	<b>0.0%</b>	<b>n/a</b>	<b>n/a</b>
407	Shipyard Sheet Metal Worker	Participants	-	-	-	-	-	-	-	-	-
407	Shipyard Sheet Metal Worker	Washington	1	8	-	\$36.91	\$36.91	\$36.91	\$5.31	\$4.68	\$46.90
407	Shipyard Sheet Metal Worker	<b>% Difference</b>				<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
408	Shipyard Truck Driver	Participants	2	2	-	-	-	\$26.25	-	-	-
408	Shipyard Truck Driver	Washington	1	0	-	\$36.91	\$36.91	\$36.91	\$5.31	\$4.68	\$46.90
408	Shipyard Truck Driver	<b>% Difference</b>				<b>n/a</b>	<b>n/a</b>	<b>28.9%</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
409	Shipyard Warehouse Worker	Participants	3	7	-	-	-	\$24.51	\$5.31	-	-
409	Shipyard Warehouse Worker	Washington	1	5	-	\$36.91	\$36.91	\$36.91	\$5.31	\$4.68	\$46.90
409	Shipyard Warehouse Worker	<b>% Difference</b>				<b>n/a</b>	<b>n/a</b>	<b>33.6%</b>	<b>0.0%</b>	<b>n/a</b>	<b>n/a</b>
<b>Metal Trades total % above or below market:</b>						<b>4.0%</b>	<b>-9.8%</b>	<b>11.8%</b>	<b>0.0%</b>	<b>n/a</b>	<b>n/a</b>
<b>Shipyard Trades average % above or below market</b>						<b>3.0%</b>	<b>-10.8%</b>	<b>9.7%</b>	<b>0.0%</b>	<b>n/a</b>	<b>n/a</b>

The following shipyard trades benchmarks failed due to lack of participant responses:

- 402 Shipyard Insulation
- 407 Shipyard Sheet Metal Worker

The following tables show the participants’ average percent difference and Washington’s percent difference between the shipyard trades journey level (benchmark job) and foreman, leadperson and helper positions.

**Carpenters**

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	Foreperson base pay % of journey (actual) <sup>3</sup>	Leadperson base pay % of journey (actual) <sup>3</sup>	Helper base pay % of journey (actual) <sup>3</sup>
401	Shipwright/Carpenter	Participants	1	-	-	-
401	Shipwright/Carpenter	Washington	1	105%	110%	65%
401	Shipwright/Carpenter	<b>% Difference</b>		<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
402	Shipyard Insulation	Participants	-	No responses		
402	Shipyard Insulation	Washington	1	105%	110%	-
402	Shipyard Insulation	<b>% Difference</b>		<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

**Metal Trades**

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	Foreperson base pay % of journey (actual) <sup>3</sup>	Leadperson base pay % of journey (actual) <sup>3</sup>	Helper base pay % of journey (actual) <sup>3</sup>
403	Shipyard Boilermaker/Welder	Participants	3	104%	116%	66%
403	Shipyard Boilermaker/Welder	Washington	1	105%	110%	65%
403	Shipyard Boilermaker/Welder	<b>% Difference</b>		<b>1.0%</b>	<b>-5.5%</b>	<b>-0.5%</b>

**Metal Trades (continued)**

Benchmark no.	Benchmark title	Participants / Washington	No. of Orgs	Foreperson base pay % of journey (actual) <sup>3</sup>	Leadperson base pay % of journey (actual) <sup>3</sup>	Helper base pay % of journey (actual) <sup>3</sup>
404	Shipyards Electrician	Participants	-	No responses		
404	Shipyards Electrician	Washington	1	105%	110%	65%
404	Shipyards Electrician	<b>% Difference</b>		<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
405	Shipyards Machinist	Participants	1	-	-	-
405	Shipyards Machinist	Washington	1	105%	110%	65%
405	Shipyards Machinist	<b>% Difference</b>		<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
406	Shipyards Pipefitter	Participants	-	No responses		
406	Shipyards Pipefitter	Washington	1	105%	110%	65%
406	Shipyards Pipefitter	<b>% Difference</b>		<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
407	Shipyards Sheet Metal Worker	Participants	-	No responses		
407	Shipyards Sheet Metal Worker	Washington	1	105%	110%	65%
407	Shipyards Sheet Metal Worker	<b>% Difference</b>		<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
408	Shipyards Truck Driver	Participants	-	No responses		
408	Shipyards Truck Driver	Washington	1	-	-	65%
408	Shipyards Truck Driver	<b>% Difference</b>		<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
409	Shipyards Warehouse Worker	Participants	-	No responses		
409	Shipyards Warehouse Worker	Washington	1	105%	110%	65%
409	Shipyards Warehouse Worker	<b>% Difference</b>		<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
<b>Shipyards trades average % diff. from Journey to Foreperson, Lead, Helper:</b>				<b>1.0%</b>	<b>-5.5%</b>	<b>-0.5%</b>

### B3: Premium pay

This includes overtime compensation, penalty pay for hazardous work and other premiums paid for undesirable shifts. The premium pays included below are those we received comparable data on. This is not a comprehensive list of all WSF premium pays for employees in the shipyard trades benchmark group.

The tables below show the overtime rates that Washington and participants paid to regular, full-time employees in the shipyard trades benchmark groups when an employee works more hours than their scheduled shift.

**Overtime rate** – this is pay for the time someone worked before or after their regular scheduled shift.

The tables below show the overtime rates that Washington and participants paid to regular, full-time employees in the shipyard trades benchmark groups when an employee worked more hours than their scheduled shift.

	Overall Shipyard Trades (benchmarks 401 - 409)	
Overtime rate	Participants	Washington
150% of base pay	2	X
200% of base pay		

**Minimum call out pay** – work that was more than a scheduled work shift, work on scheduled day off, calls to return to work.

The table below shows the minimum overtime hours and rates that Washington paid to regular, full-time employees in the shipyard trades benchmark groups for time they worked that was more than their scheduled shift.

Minimum call out Min. hours / other benefit	Overall Shipyard Trades (benchmarks 401 - 409)	
	No. of participants	Washington
3 hours @ 100% of base pay	1	
4 hours @ 100% of base pay		X
4 hours @ 200% of base pay	1	
Penalty pay in addition to applicable rate		X

**Early call out pay** – paid when an employee is called to work before the start of their regularly scheduled shift.

This pay premium is not paid by Washington or reported by any participants to regular, full-time employees in the shipyard trades benchmark group.

## B4: Paid time off

This includes annual accrual rates for vacation/paid-time-off bank (PTO), sick leave and holidays.

All participants who provided data for jobs in the Carpenters category also provided data for jobs in the Metal Trades category. Therefore, we are presenting shipyard trades overall results in this section.

### Vacation leave

Washington's employees in the shipyard trades category accrue vacation leave. Participant responses reflect an even mix of vacation leave and PTO accrual rates for employees in the shipyard trades category. The tables in this section reflect the average annual accrual (accrual rate) for participants compared to Washington.

The tables below provide a side-by-side comparison of Washington and participant vacation leave accrual rates by years of service, maximum carry-over hours and cash-out rates for employees in shipyard trades jobs.

The table below compares the participant average vacation leave accrual rate to Washington's vacation leave accrual rate for employees in shipyard trades jobs.

	Overall Shipyard Trades (benchmarks 401 - 409)	Washington (benchmarks 401 - 409)
Years of Service	Vacation leave accrual (average annual hours)	Vacation leave accrual (average annual hours)
1	53	96
5	92	160
10	132	176
15	154	200
20	174	232
25	190	248
26+	190	272

The table below shows the lowest, average and highest vacation hour carry-over and cash-out practices for Washington and shipyard trades participants.

	Vacation hours - max. carry-over			Vacation hours - cash-out allowed			
	Low	Average	High	Year end (no. of participants)	Termination (no. of participants)	Retirement (no. of participants)	Cash out rate (average)
Washington (benchmarks 401 - 409)		240		No	Yes	Yes	100%
Overall Shipyard Trades (benchmarks 401 - 409)	No responses						

### Paid-time-off bank (PTO)

The table below shows the average PTO accrual rate for shipyard trades participant jobs. Washington does not offer a PTO bank.

	Overall Shipyard Trades (benchmarks 401 - 409)	Washington (benchmarks 401 - 409)
Years of Service	PTO (average annual hours)	PTO (average annual hours)
1	65	Not applicable
5	120	
10	162	
15	202	
20	205	
25	205	
26+	205	



The table below shows PTO hour carry-over and cash-out practices for shipyard trades participants.

	PTO hours - max. carry-over			PTO hours - cash-out allowed			
	Low	Average	High	Year end (no. of participants)	Termination (no. of participants)	Retirement (no. of participants)	Cash out rate (average)
Overall Shipyard Trades (benchmarks 401 - 409)	56	168	280	1	1	1	100%

### Sick leave

Sick leave accrual is typically offered with vacation leave accrual. It is not usually offered in addition to PTO.

Sick leave accrual and pay practices are the same for all Washington shipyard trades employees. There was insufficient data to provide a shipyard trades summary of sick leave hours accrual, maximum carry-over hours and cash-out practices.

	Accrual (average)	Low	Average	High	Year end (no. of participants)	Retirement (no. of participants)	Cash out rate (average)
Washington (benchmarks 401 – 409)	96		Unlimited		over 480 hours	Yes	25%
Overall Shipyard Trades (benchmarks 401 - 409)	Insufficient data						

## Holidays

The table below shows Washington's actual number of paid holidays and personal leave days and the shipyard trades participants' average days.

	Paid holidays	Personal leave days
	Average	Average
Washington (benchmarks 401 - 409)	14	1
Overall Shipyard Trades (benchmarks 401 - 409)	No responses	

## B5: Other benefits

This includes health care value, retirement value, apprenticeship contributions, training, license reimbursement, medical examinations and compensation for employer-directed travel.

We present the overall Shipyard trades results in this section.

### Health care value

Health care value is the “value that the employee receives” and is how much you can expect your plan to pay for your health care costs. We collected the following information to calculate the health care value provided to participant employees. We presented health care value results in [Part 2: Total compensation](#). For more information, see [Section 4: Study Methodology, health care value](#).

Health Plan Type	Preferred Provider Organization	Health Management Plan	Plan includes vision
Washington	X		X
No. of participants	No responses		

Health Plan Metal Tier	Bronze	Gold
Washington		X
No. of participants		3

### Retirement value

We calculated the retirement value after a model we developed in partnership with the Office of the State Actuary. This framework calculates the lump-sum present value that an employee earned, regardless of their type of plan (such as defined-contribution (DC), defined-benefit (DB) or hybrid plans).

We use the information shown in the table below to calculate the retirement value. We did not receive sufficient data to calculate a retirement value for any shipyard trades participants. Washington’s retirement value is shown [Part 2: Total compensation](#). For more information, see [Section 4: Study Methodology, retirement value](#).

Retirement data	Plan Type	Normal retirement age	Defined benefit multiplier	Cost of living adjustment	Defined benefit plan design employer cost share
Washington	Defined benefit	65	2%	2.75%	50%
Participants	Insufficient data				

### Social Security

There were no shipyard trades responses regarding Social Security contributions.

	Employees contribute to Social Security
Washington	X
Participants	4

### Apprenticeship contributions

The table below shows the Washington collective bargaining groups and number of vessel/terminal participants that make contributions to apprenticeships or similar training.

Employer makes contributions to apprenticeships or similar training	
Washington	Metal Trades
No. of participants	Insufficient data

## Training

The table below shows Washington’s training practices for shipyard trades jobs and the participant response rate.

	Overall Shipyard Trades (benchmarks 401 - 409)	
Training benefit	Participants	Washington
Provides training reimbursement	1	X
Paid for scheduled work shift	3	X
Minimum term of employment required	3	

## Compensation for employer-directed travel

The table below shows Washington’s compensation for employer-directed travel and the number of shipyard trades participants with similar practices.

	Compensation for employer-directed travel	
Travel benefit	Participants	Washington
Travel time paid at 100%	4	X
Mileage reimbursement	1	X
Meals and lodging per day		X

## C. Survey category: Administrative

### C1: Benchmarks

Benchmark Number	Benchmark Title	Union name
501	Accountant <i>(Previously "Staff Accountant")</i>	OPEIU
502	Accounting Assistant 2	OPEIU
503	Accounting Assistant 3	OPEIU
504	Bid Administrator	OPEIU
505	Buyer 2	OPEIU
506	Buyer 3	OPEIU
507	Consultant Coordinator	OPEIU
508	Contracts Coordinator 1	OPEIU
509	Contracts Coordinator 2	OPEIU
510	Crew Dispatch Coordinator	OPEIU
511	Crew Dispatcher	OPEIU
512	Inventory Agent	OPEIU
513	Mail Clerk	OPEIU
514	Human Resources Consultant	OPEIU
515	Receptionist	OPEIU
516	Secretary	OPEIU
517	Program Assistant	OPEIU
518	Custodian (Janitor)	SEIU
521	Relief Dispatcher	OPEIU
522	Safety Systems Specialist	OPEIU
523	Purchasing Agent	OPEIU

## C2: Total compensation

The following tables show the hourly participant average and Washington's base salary, health care value, retirement value and total compensation for administrative benchmark jobs.

### OPEIU

Benchmark no.	Benchmark title	Participants/ Washington	No. of orgs.	No. of EEs	No. of orgs. using salary schedule	Monthly salary range minimum (average)	Monthly salary range maximum (average)	Monthly actual base pay (average)	Monthly health care value (average)	Monthly retirement value (average)	Monthly total comp. (actual base pay + health care + retirement)
501	Staff Accountant	Participants	5	16	4	\$6,103	\$9,110	\$7,954	\$1,040	\$1,045	\$10,039
501	Staff Accountant	Washington	1	8	1	\$5,342	\$7,333	\$7,293	\$925	\$924	\$9,142
501	Staff Accountant	% Difference				-14.2%	-24.2%	-9.1%	-12.5%	-13.1%	-9.8%

502	Accounting Assistant 2	Participants	4	42	2	\$4,656	\$7,230	\$6,494	\$1,040	\$850	\$8,384
502	Accounting Assistant 2	Washington	1	1	1	\$4,212	\$5,768	\$4,615	\$925	\$584	\$6,124
502	Accounting Assistant 2	% Difference				-10.5%	-25.3%	-40.7%	-12.5%	-45.4%	-36.9%

503	Accounting Assistant 3	Participants	4	27	2	\$5,162	\$8,213	\$7,250	\$1,040	\$964	\$9,254
503	Accounting Assistant 3	Washington	1	5	1	\$4,628	\$6,345	\$6,072	\$925	\$769	\$7,766
503	Accounting Assistant 3	% Difference				-11.5%	-29.4%	-19.4%	-12.5%	-25.3%	-19.2%

504	Bid Administrator	Participants	-	-	-	-	-	-	-	-	-
504	Bid Administrator	Washington	1	5	1	\$5,885	\$8,086	\$7,950	\$925	\$1,007	\$9,881
504	Bid Administrator	% Difference				n/a	n/a	n/a	n/a	n/a	n/a

505	Buyer 2	Participants	2	4	1	\$5,116	\$9,036	\$8,248	-	-	-
505	Buyer 2	Washington	1	1	1	\$4,628	\$6,345	\$6,345	\$925	\$804	\$8,073
505	Buyer 2	% Difference				-10.6%	-42.4%	-30.0%	n/a	n/a	n/a

OPEIU (continued)

Benchmark no.	Benchmark title	Participants/ Washington	No. of orgs.	No. of EEs	No. of orgs. using salary schedule	Monthly salary range minimum (average)	Monthly salary range maximum (average)	Monthly actual base pay (average)	Monthly health care value (average)	Monthly retirement value (average)	Monthly total comp. (actual base pay + health care + retirement)
506	Buyer 3	Participants	2	6	1	-	-	\$8,757	\$1,040	\$1,109	\$10,907
506	Buyer 3	Washington	1	5	1	\$5,094	\$6,985	\$6,985	\$925	\$885	\$8,794
506	Buyer 3	% Difference				n/a	n/a	-25.4%	-12.5%	-25.4%	-24.0%
507	Consultant Coordinator	Participants	1	2	1	-	-	-	-	-	-
507	Consultant Coordinator	Washington	1	0	1	\$4,628	\$6,345	\$5,487	\$925	\$695	\$7,106
507	Consultant Coordinator	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
508	Contracts Coordinator 1	Participants	3	8	2	\$5,021	\$7,526	\$6,743	-	\$853	-
508	Contracts Coordinator 1	Washington	1	1	1	\$4,628	\$6,345	\$5,810	\$925	\$736	\$7,471
508	Contracts Coordinator 1	% Difference				-8.5%	-18.6%	-16.1%	n/a	-15.9%	n/a
509	Contracts Coordinator 2	Participants	4	23	3	\$6,001	\$9,434	\$7,666	\$1,040	\$1,009	\$9,715
509	Contracts Coordinator 2	Washington	1	4	1	\$5,342	\$7,333	\$7,099	\$925	\$899	\$8,923
509	Contracts Coordinator 2	% Difference				-12.3%	-28.7%	-8.0%	-12.5%	-12.25	-8.9%
510	Crew Dispatch Coordinator	Participants	-	-	-	-	-	-	-	-	-
510	Crew Dispatch Coordinator	Washington	1	3	1	\$5,605	\$7,701	\$7,701	\$925	\$975	\$9,601
510	Crew Dispatch Coordinator	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
511	Crew Dispatcher	Participants	-	-	-	-	-	-	-	-	-
511	Crew Dispatcher	Washington	1	5	1	\$5,094	\$6,985	\$6,639	\$925	\$841	\$8,405
511	Crew Dispatcher	% Difference				n/a	n/a	n/a	n/a	n/a	n/a



OPEIU (continued)

Benchmark no.	Benchmark title	Participants/ Washington	No. of orgs.	No. of EEs	No. of orgs. using salary schedule	Monthly salary range minimum (average)	Monthly salary range maximum (average)	Monthly actual base pay (average)	Monthly health care value (average)	Monthly retirement value (average)	Monthly total comp. (actual base pay + health care + retirement)
512	Inventory Agent	Participants	3	4	2	\$5,410	\$7,412	\$6,567	-	\$902	-
512	Inventory Agent	Washington	1	1	1	\$5,094	\$6,985	\$6,985	\$925	\$885	\$8,794
512	Inventory Agent	% Difference				-6.2%	-6.1%	6.0%	n/a	-2.0%	n/a
513	Mail Clerk	Participants	2	3	1	\$3,586	\$5,477	\$4,856	-	-	-
513	Mail Clerk	Washington	1	1	1	\$3,827	\$5,249	\$5,249	\$925	\$665	\$6,839
513	Mail Clerk	% Difference				6.35	-4.3%	-7.5%	n/a	n/a	n/a
514	Human Resources Consultant	Participants	1	1	1	-	-	-	-	-	-
514	Human Resources Consultant	Washington	1	4	1	\$4,856	\$6,658	\$6,374	\$925	\$807	\$8,105
514	Human Resources Consultant	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
515	Receptionist	Participants	4	6	2	\$4,475	\$5,682	\$4,717	\$1,040	\$592	\$6,350
515	Receptionist	Washington	1	0	1	\$3,827	\$5,249	\$4,538	\$925	\$575	\$6,037
515	Receptionist	% Difference				-16.9%	-8.2%	-3.9%	-12.5%	-3.1%	-5.2%
516	Secretary	Participants	4	44	2	\$4,990	\$8,372	\$6,789	\$1,040	\$784	\$8,613
516	Secretary	Washington	1	2	1	\$4,212	\$5,768	\$5,524	\$925	\$700	\$7,148
516	Secretary	% Difference				-18.5%	-45.2%	-22.9%	-12.5%	-12.0%	-20.5%
517	Program Assistant	Participants	4	33	4	\$5,938	\$8,274	\$7,492	\$1,040	\$959	\$9,491
517	Program Assistant	Washington	1	7	1	\$4,628	\$6,345	\$6,114	\$925	\$774	\$7,813
517	Program Assistant	% Difference				-28.3%	-30.4%	-22.5%	-12.5%	-23.9%	-21.5%

OPEIU (continued)

Benchmark no.	Benchmark title	Participants/ Washington	No. of orgs.	No. of EEs	No. of orgs. using salary schedule	Monthly salary range minimum (average)	Monthly salary range maximum (average)	Monthly actual base pay (average)	Monthly health care value (average)	Monthly retirement value (average)	Monthly total comp. (actual base pay + health care + retirement)
521	Relief Dispatcher	Participants	-	-	-	-	-	-	-	-	-
521	Relief Dispatcher	Washington	1	1	1	\$5,342	\$7,333	\$6,426	\$925	\$814	\$8,165
521	Relief Dispatcher	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
522	Safety Systems Specialist	Participants	1	1	1	-	-	-	-	-	-
522	Safety Systems Specialist	Washington	1	1	1	\$4,856	\$6,658	\$6,658	\$925	\$843	\$8,426
522	Safety Systems Specialist	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
523	Purchasing Agent	Participants	2	4	0	-	-	-	-	-	-
523	Purchasing Agent	Washington	1	0	1	\$3,827	\$5,249	\$4,538	\$925	\$575	\$6,037
523	Purchasing Agent	% Difference				n/a	n/a	n/a	n/a	n/a	n/a

*OPEIU - successful benchmarks total % above or below market: -11.9% -23.9% -15.4% -12.5% -17.8% -18.2%*

SEIU

Benchmark no.	Benchmark title	Participants / Washington	No. of orgs.	No. of EEs	No. of orgs. using salary schedule	Monthly salary range minimum (average)	Monthly salary range maximum (average)	Monthly actual base pay (average)	Monthly health care value <sup>1</sup> (average)	Monthly retirement value <sup>2</sup> (average)	Monthly total comp. (actual base pay + health care + retirement)
518	Custodian (Janitor)	Participants	2	3	2	-	-	-	-	-	-
518	Custodian (Janitor)	Washington	1	3	1	\$18.73	\$22.55	\$22.55	\$5.31	\$2.86	\$30.72
518	Custodian (Janitor)	% Difference				n/a	n/a	n/a	n/a	n/a	n/a

*SEIU - successful benchmarks total % above or below market:*      n/a      n/a      n/a      n/a      n/a      n/a

*Administrative - successful benchmarks total % above or below market:*      -11.9%      -23.9%      -15.4%      -12.5%      -17.8%      -18.2%

The following administrative benchmarks failed because we didn’t have enough participant responses:

- 505 Buyer 2
- 507 Consultant Coordinator
- 510 Crew Dispatch Coordinator
- 511 Crew Dispatcher
- 514 Human Resources Consultant
- 521 Relief Dispatcher
- 522 Safety Systems Specialist

### C3: Premium pay

This includes overtime compensation, penalty pay for hazardous work and other premiums paid for undesirable shifts. The premium pays included below are those we received comparable data on. This is not a comprehensive list of all WSF premium pays for employees in the administrative benchmark group.

This section does not include results for benchmark 518 in the SEIU Local 6 union because there was only one participant.

**Overtime rate** – this is pay for time that someone works before or after their regular scheduled shift.

The tables below show the overtime rates that Washington and participants paid to regular, full-time employees in the administrative benchmark groups when an employee works more hours than their scheduled shift.

Overall Administrative (benchmarks 501 – 518, 521 - 523)		
Overtime rate	Participants	Washington
150% of base pay		X

**Minimum call out pay** – work that was more than a scheduled work shift, work on scheduled day off, calls to return to work.

The tables below show the minimum overtime hours and rates that Washington and participants paid to regular, full-time employees in the administrative benchmark groups for time that someone worked that exceeded their scheduled shift.

Overall Administrative (benchmarks 501 – 518, 521 - 523)		
Minimum call out Min. hours / other benefit	No. of participants	Washington
4 hours @ 150% of base pay		X

**Early call out pay** – this is when someone is called to work before the start of their regular scheduled shift.

This pay premium is not paid by Washington or reported by any participants to regular, full-time employees in the administrative benchmark group.

#### **C4: Paid time off**

This includes annual accrual rates for vacation/paid-time-off bank (PTO), sick leave, and holidays.

We presented overall administrative results in this section because there was insufficient data to present separate paid time off results for benchmark 518 (SEIU Local 6).

##### **Vacation leave**

Washington’s employees in the administrative category accrue vacation leave. Participant responses reflect an even mix of vacation leave and PTO accrual rates for employees in the administrative category. The tables in this section reflect the average annual accrual (accrual rate) for participants compared to Washington.

The tables below provide a side-by-side comparison of Washington and participant vacation leave accrual rates by years of service, maximum carry-over hours, and cash-out rates for employees in administrative jobs.

The table below compares the participant average vacation leave accrual rate to Washington’s vacation leave accrual rate for employees in administrative jobs.

	Overall Administrative (benchmarks 501 – 518, 521 – 523)	Washington (benchmarks 501 – 518, 521 – 523)
Years of Service	Vacation leave accrual (average annual hours)	Vacation leave accrual (average annual hours)
1	96	104
5	116	160
10	144	168
15	158	184
20	198	212
25	218	224
26+	220	236

The table below shows vacation hour carry-over and cash-out practices for Washington and administrative participants.

	Vacation hours - max. carry-over			Vacation hours - cash-out allowed			
	Low	Median	High	Year end (no. of participants)	Termination (no. of participants)	Retirement (no. of participants)	Cash out rate (average)
Washington (benchmarks 501 – 518, 519 – 523)	240	240	240	No	Yes	Yes	100%
Overall Administrative (benchmarks 501 – 518, 521 – 523)	240	303	360		5	5	100%

**Paid-time-off bank (PTO)**

The table below shows the participant average PTO accrual rate for employees in administrative participant jobs. Washington does not offer a PTO bank.

	Overall Administrative (benchmarks 501 – 518, 521 – 523)	Washington (benchmarks 501 - 518, 519 – 523)
Years of Service	PTO accrual (average annual hours)	PTO leave accrual (average annual hours)
1	122	Not applicable
5	168	
10	202	
15	238	
20	238	
25	238	
26+	238	

The table below shows the participant lowest, average and highest PTO hour carry-over and cash-out practices for employees in administrative jobs.

	PTO hours - max. carry-over		PTO hours - cash-out allowed			
	Low	High	Year end (no. of participants)	Termination (no. of participants)	Retirement (no. of participants)	Cash out rate (average)
Overall Administrative (benchmarks 501 – 518, 519 – 523)	280	600	1	2	2	100%

## Sick leave

Sick leave accrual is typically offered with vacation leave accrual. It is not usually offered in addition to PTO.

Sick leave accrual and pay practices are the same for all Washington administrative employees. The table below shows Washington’s annual sick leave hours accrual, maximum carry-over hours and cash-out practices and those of the administrative participants.

	Sick Leave	Maximum carry-over hours			Cash out allowed			
	Accrual (average)	Low	Average	High	Year end (no. of participants)	Termination (no. of participants)	Retirement (no. of participants)	Cash out rate (average)
Washington (benchmarks 501 – 518, 519 – 523)	96		Unlimited		over 480 hours	Yes	Yes	25%
Overall Administrative (benchmarks 501 -518, 519 – 523)	96	80	240	Unlimited		1	2	55%

## Holidays

The table below shows Washington’s actual number of paid holidays and personal leave days and the administrative participant average days.

	Paid holidays	Personal leave days
	Average	Average
Washington (benchmarks 501 – 518, 521 – 523)	11	1
Overall Administrative (benchmarks 501 – 518, 519 – 523)	12	1



## C5: Other benefits

This includes health care value, retirement value, apprenticeship contributions, training, license reimbursement, medical examinations, compensation for employer-directed travel and parking.

We present overall administrative results in this section.

### Health care value

Health care value is the “value that the employee receives” and is how much you can expect your plan to pay for your health care costs. We collected the following information to calculate the health care value for participant vessel/terminal employees. We present health care value results in [Part 2: Total compensation](#). For more information, you can review [Section 4: Study Methodology, health care value](#).

Health Plan Type	Preferred Provider Organization	Plan includes vision
Washington	X	X
No. of participants	4	2

Health Plan Metal Tier	Gold	Platinum
Washington	X	
No. of participants		2

## Retirement value

We calculated the retirement value after a model we developed in partnership with the Office of the State Actuary. This framework calculates the lump-sum present value for the retirement benefit that an employee earned, regardless of their type of plan (such as defined-contribution (DC), defined-benefit (DB) or hybrid plans).

We use the information shown in the table below to calculate the retirement value. We presented retirement value results in [Part 2: Total compensation](#). For more information, see [Section 4: Study Methodology, retirement value](#).

Retirement data	Plan Type	Normal retirement age	Defined benefit multiplier	Cost of living adjustment	Defined benefit plan design employer cost share	Defined Contribution Employer Match
Washington	Defined benefit	65	2%	2.75%	50%	n/a
King County	Defined benefit	65	2%	2.75%	50%	n/a
Pierce County	Defined benefit	65	2%	2.75%	50%	n/a
Port of Seattle	Defined benefit	65	2%	2.75%	50%	n/a
Port of Tacoma	Defined benefit	65	2%	2.75%	50%	n/a

## Social Security

The table below is a summary of administrative participant responses regarding Social Security contributions.

	Employees contribute to Social Security
Washington	X
Participants	6

## Training

The table below shows Washington’s training practices for administrative jobs and the participant response rate.

	Overall Administrative (benchmarks 501 - 523)	
Training benefit	Participants	Washington
Provides training reimbursement	8	X
Paid for scheduled work shift	6	X
Minimum term of employment required	4	

## Compensation for employer-directed travel

The table below shows Washington’s compensation for employer-directed travel and the number of administrative participants with similar practices.

	Compensation for employer-directed travel	
Travel benefit	Participants	Washington
Travel time paid at 100%	6	X
Mileage reimbursement		X
Meals and lodging per day		X

## Section 3: Planned pay increases

We asked participants to provide information about planned (approved) salary increases from Jan. 1, 2024, through Oct. 31, 2024. We included this information in the tables below, along with the planned increases for Washington.

### Vessel/terminal planned pay increases

	Foss Maritime Company	Washington
Benchmark group	Dates Vary	July 1, 2024
MM&P Masters (benchmark 301)	6/1/2024 4%	5%
MM&P Mates (benchmarks 302 - 303)		5%
MEBA Licensed (benchmarks 304 - 306)	11/1/2024 2%	5%
MEBA Unlicensed (benchmarks 307 - 308)		7%
IBU Deckhand (benchmarks 309 - 311)	11/1/2024 2%	8%
IBU Terminal (benchmarks 312 - 317)		8%
FASPAA Terminal Supervisors (benchmark 318)		5%

	Foss Maritime Company	Washington
Benchmark group	Dates Vary	July 1, 2024
Port Captain (nonrepresented) (benchmark 319)	4/1/2024 3.5%	3%
MEBA Port Engineers (benchmark 320)	4/4/2024 3.5%	5%
MM&P Supervisors (benchmarks 321 - 322)		6%

## Shipyard trades planned pay increases

	Participants	Washington
Benchmark group		July 1, 2024
Carpenters (benchmarks 401 - 402)	No responses	5%
Metal Trades (benchmarks 403 - 409)		5%

## Administrative planned pay increases

	Pierce County	Port of Seattle	Washington
Benchmark group	January 8, 2024	February 1, 2024	July 1, 2024
OPEIU (benchmarks 501 – 517, 521 – 523)	4.0%	5.7%	5%
SEIU (benchmark 518)	No responses	No responses	5%

# Section 4: Study Methodology

## How we calculated total compensation

### Total compensation notes:

1. We reported total compensation values based on regular, full-time employment.
2. We used simple averages in all average calculations.
3. Salary schedule indicates the percentage of participants that use a salary schedule with predefined steps. Salary schedules may also include an entry-level or temporary status rate.
4. If Washington had no incumbents in a benchmark job, we reported the base salary hourly flat rate or salary range midpoint.
5. If a participant did not provide an hourly actual base pay rate, we used the participant's base salary flat rate. If a base salary flat rate was not reported, we used the salary range midpoint for this calculation.
6. Hourly health care value is the hourly rate for the participant's average annual amount of a plan member's health care costs that are anticipated to be paid by the health care plan. Refer to the health care value section for more information.
7. Hourly retirement value is the hourly rate for the participant's average annual lump sum present value of the employer's contribution to the employee's retirement plan. Refer to the methodologies section for more information.
8. Hourly total compensation is the hourly rate for the participant's average sum of actual base pay, hourly health care value and hourly retirement value.
9. In the shipyard trades benchmark group, we calculated the percent difference between actual base pay for journey-level trades jobs and the related salaries for foreperson, leadsperson and helper base pay. We calculated these percentages by dividing reported foreperson, leadsperson or helper base pay by the actual base pay rate for each participant who provided a job match.
10. We normalized base salary data to Washington's rate. Other state government salary data was adjusted to Washington's rate using the Bureau of Economic Analysis Regional Price Parity Index. Salary data from Victoria, Canada was adjusted to the Seattle rate using the conversion rate from [www.Expatistan.com](http://www.Expatistan.com). See the methodologies section for more information.
11. Relief employee compensation is excluded from this report due to lack of participant responses.
12. When a participant reported PTO or vacation in days or as a percentage of hours worked, we converted the data to eight-hour days to consistently compare numbers.

## Total compensation calculation

For the 2024 survey, we calculated total compensation through three components: base pay value + health care value + retirement value.

### The definitions we used for our calculations:

- **Average actual base pay:** This number reflects an average of actual base pay rates.
- **Health care value:** Health care value is the “value received by the employee” and is how much you can expect your plan to pay for your health care costs. Health care value is *not* what the employee pays or what the employer pays for this plan. Refer to the “Health care value” section below for more information.
- **Retirement value:** We calculated the retirement value after a model we developed in partnership with the Office of the State Actuary. This framework calculates the lump-sum present value for the retirement benefit earned, regardless of various participants’ plan designs (e.g., defined-contribution (DC), defined-benefit (DB) or hybrid plans [see definitions below]).

## Health care value

The state offers health and dental plans that are competitive with other public and private sector offerings. We know the state’s health plan has lower employee out-of-pocket expenses than other public and private employer offerings. Health care value is the “value received by the employee” and how much you can expect your plan to pay for your health care costs. Health care value is *not* what the employee pays or the what the employer pays for this plan.

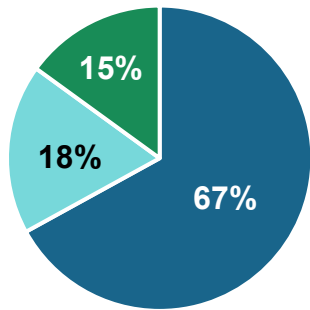
We used the average health care value by benchmark job for our total compensation calculations.

We used health care cost data from the Willis Towers Watson (WTW) 2023 Healthcare Financial Benchmarks survey as a benchmark to calculate our total compensation amounts. The Legislature requested the Office of the State Actuary to hire a vendor to conduct the survey. We provided some of the survey results below (taken from the 2023 WTW survey, page 11).

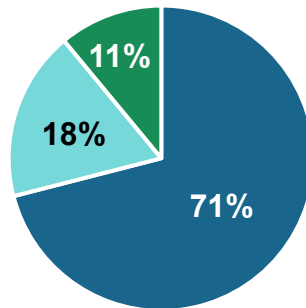
**Here are the most important takeaways from the graphics below:**

- Compared to the overall WTW database, Washington’s employees’ share of total costs is lower.
- Compared to others in our industry, Washington’s employees’ share of total costs is lower.
- Compared to employers in Washington, Washington’s employees’ share of total costs is lower.

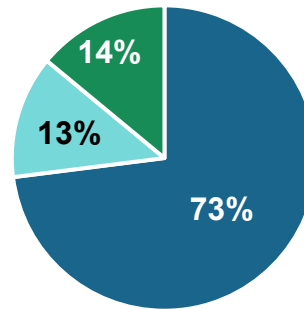
Total of survey responses



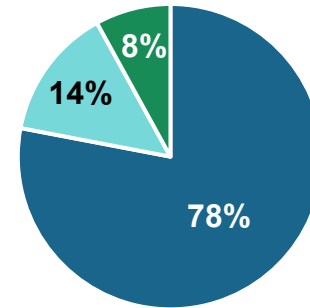
In-state public employers and government



In-state private sector



State employee health care plan



■ Employer cost    ■ Employee contributions    ■ Employee out-of-pocket costs

Survey data from Willis Towers Watson. All rights reserved. Proprietary and Confidential. For Willis Towers Watson and Willis Towers Watson client use only.

For total compensation calculations, we found the health care value using:

- Proxy health plan cost
- Participant reported Affordable Care Act (ACA) metal tiers

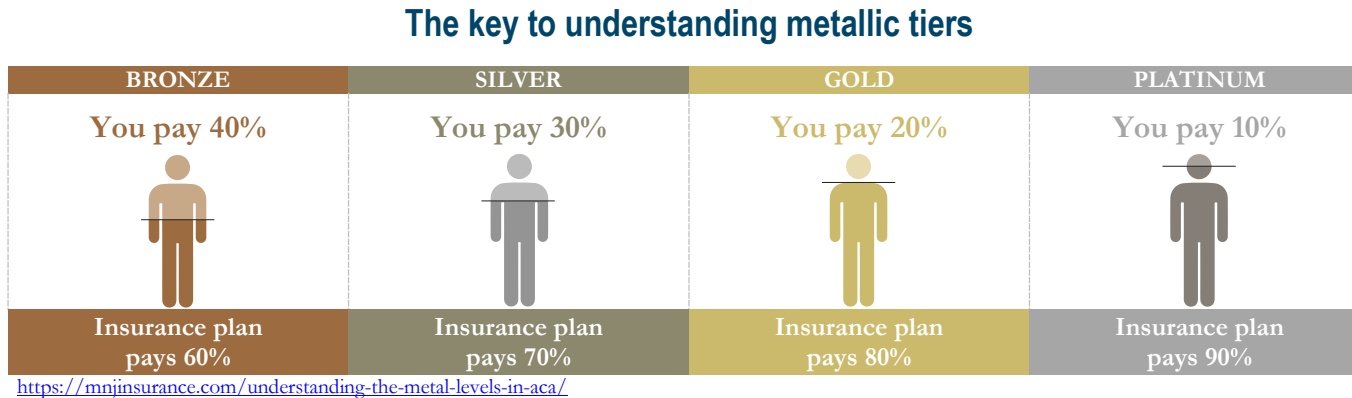
The 2023 WTW survey reported \$15,925 as the 2023 Public Employees Benefit Board (PEBB) plan member average health plan cost<sup>1</sup>. We used this value as a proxy health plan cost to make our total compensation calculations.

<sup>1</sup> 2023 PEBB average actual health cost value as reported in the 2023 Willis Towers Watson Health Care Financial Benchmarks – Washington State Health Care Authority - PEBB, <https://leg.wa.gov/osa/additionalservices/Pages/Healthcare.aspx>.



Actuarial value is the estimated average percentage of total health care expenses that an employee can expect their plan to pay (health plan value). Metal tier (see image below) is a similar measure that the Affordable Care Act established to easily compare health plan value<sup>2</sup>.

We calculated health care value by multiplying the “proxy health plan cost” by the “participant-reported ACA metal tier of their most populated health care plan.” (The metal tier definition is in the following graphic).



For example, Washington’s 2023 PEBB health care plans are in the gold metal tier (80-89%) in the graph above.

**Example calculation:**

2023 Washington employee health care value = \$15,925 (the average PEBB member plan value from the report) x 80% = \$11,096

**Retirement value**

We used the average retirement value by benchmark job for our total compensation calculations.

We asked survey participants to report on their most populated retirement plan that they offered to new hires, including DB, DC and hybrid plans. The framework’s calculations use the following considerations/assumptions:

<sup>2</sup> <https://www.cms.gov/CCIIO/Resources/Fact-Sheets-and-FAQs/ehb11202012a>

**Calculation method 1, DC plan:**

The lump-sum present value of a DC benefit provided by the employer is the amount contributed into the retirement account by the employer in a given year. DC calculation methods were applied to the in-state private sector actual base pay values, as described in the benchmark result calculations section above.

**Calculation method 2, DB plan:**

1. A single-life annuity<sup>3</sup> accrued for a single and current year of service was calculated. A typical DB plan is based on base pay and a multiplier. For example, a base rate of \$50,000 accrues a \$1,000 single-life annuity under Washington's Plan 2 formula for a single year of service credit. For example,  $\$50,000 \times 2\% \times 1 \text{ year} = \$1,000$ .
2. Determine the portion of that single-life annuity paid by the employer based on the plan's cost-sharing policy. Multiply the dollar value of the accrued single-life annuity by the employer cost-sharing percentage. This product represents the amount of the annuity paid for by the employer. Washington's Plan 2 formulas provides that the employer pay for half of the annuity. For example,  $\$1,000 * 50\% = \$500$ .
3. Multiply the employer-funded dollar amount of the single life annuity calculated in step 2 by the relevant annuity factor.<sup>4</sup> Annuity factors are simply values used in this method to determine the present value amount and are developed and certified by the Office of the State Actuary according to actuarial standards. For example,  $\$500 \times \text{Annuity factor of } 13.435282 = \$6,718$ .
  - a. The Annuity factor is determined from various inputs:
    - i. Survey participants' typical cost of living adjustment percentage, i.e., the typical percentage increase in a retiree's post-retirement pension benefit per year;
    - ii. Survey participants' normal retirement age;
    - iii. A current age assumption of 46 years; and
    - iv. An assumed investment rate of return with a 3% risk-free assumption.<sup>5</sup>

**Calculation method 3, hybrid plan:** In the case of a hybrid plan, the DC amount from calculation method 1 is added to the DB amount from calculation method 2.

<sup>3</sup> A single-life annuity is a periodic benefit payment paid over the life of a plan member.

<sup>4</sup> An annuity factor can estimate the value of a lifetime benefit in today's dollars. It requires assumptions such as how long the benefit will be paid and how investment income will be earned each year in order to make all future payments. In short, annuity factors represent how much money is needed today to pay \$1.00 per year for the rest of a member's life, starting at the normal retirement age, if all the assumptions are realized.

<sup>5</sup> Derived from the returns of a 30-year U.S. treasury bond. While this rate fluctuates, the Office of State Actuary believes 3% to be a reasonable current proxy for a risk-free rate of return when the returns for the past 10 years are considered.

## Terms and definitions

**Administrative** – Office, terminal and other administrative personnel. Other jobs include Custodian, as well as the Marine Operation Watch Supervisor and the Fleet Facility Safety Officer.

**Actual base pay and benefits** – Average actual base pay rates reported, plus hourly or monthly benefit values. Reported for regular employees and does not include any relief differentials or premiums.

**Average (actual) base pay rate** – The average actual base rate of pay per hour or per month for all incumbents/employees in a job classification excluding any overtime or pay premiums.

**EE** – Abbreviation used in premium pay and benefit tables to represent “employee.”

**Defined-benefit (DB) plan** – An employer-sponsored retirement plan where employee benefits are computed using a formula that considers several factors, such as length of employment and base pay history. The employer administers portfolio management and investment risk for the plan. There are also restrictions on when and by what method an employee can withdraw funds without penalties. Benefits paid are typically guaranteed for life and increase based on cost-of-living adjustments.

**Defined-contribution (DC) plan** – A type of retirement plan in which the employer, employee or both contribute on a regular basis. Individual accounts are set up for participants and benefits are based on the amounts credited to these accounts through employee contributions and, if applicable, employer contributions, plus any investment earnings on the money in the account.

**Expatistan** – A cost-of-living calculator that allows comparisons of the cost of living between cities around the world. The database is constantly updated and improved in a collaborative way by expats across the globe. Expatistan’s methodology not only includes currency exchange rates between countries, but also calculates comparisons based on factors such as food, housing, clothes, transportation, health, and entertainment.

Consistent with the OFM’s endorsed practices of assessing international labor trends, we adjusted base compensation wage and differential data from Victoria, British Columbia, Canada to Seattle.

You can find more Expatistan.com information at <https://www.expatisitan.com/what-is-it>.

**Premium pay data** – Extra pay earned by a worker in a specific classification. Includes extra pay for overtime, work on paid holidays, handling of dirty or hazardous materials, shift differentials, etc.

**PTO** – The abbreviation for “paid time off,” which is a design option for paid leave that combines sick, vacation and sometimes holiday and personal leave time into one category of available time off that employees manage within certain employer guidelines.

**Represented** – Represented employees are those employees in a job for whom terms and conditions of employment are bargained by a union.

**Regular employees** – The Vessel/terminal tables refer to non-relief employees as employees who do not receive relief differentials or premiums.

**Relief employees** – The Vessel/terminal survey refers to employees working on a year-round basis, offered at least full-time hours per work period, to relieve year-round employees who are not scheduled for work.

**Regional Price Parities Index (RPPI)** – The U.S. Department of Commerce’s Bureau of Economic Analysis (BEA) produces economic accounts statistics that enable government and business decision makers, researchers and the American public to follow and understand the performance of the nation’s economy. The BEA produces some of the nation’s most important economic statistics, including the gross domestic product and RPPI statistics. The RPPI measures the differences in price levels across states and metropolitan areas for a given year and is expressed as a percentage of the overall national price level. RPPIs cover all consumption goods and services, including rents.

Consistent with the state of Washington’s classification and compensation management survey practices, compensation survey data collected from states outside Washington are adjusted using the most current RPPI statistics. For 2024, the most recent RPPI values (from 2020) are used. Here’s an example of the RPPI adjustment:

**RPPI adjustment examples**

Region	RPP Adjustment	Example @ \$10.00/hr.
U.S. Baseline	100.0%	\$10.00
Alaska	102.0%	\$10.20
Washington	109.8%	\$10.98

You can find more RPPI information RPPI here: [https://www.bea.gov/newsreleases/regional/rpp/rpp\\_newsrelease.htm](https://www.bea.gov/newsreleases/regional/rpp/rpp_newsrelease.htm).

**Salary range** – Lowest to highest base pay or salary structure minimum to maximum reported by an employer for a specific job classification. Analysis includes a single rate of pay where there is no salary range. The salary range represents the single rate reported for both minimum and maximum.

**Salary structure** – A predefined base pay, salary matrix or structure designed to dictate increases for jobs based upon specified factors such as years in position.

**Shift differential** – Additional pay per hour worked on either swing (typically 4 p.m.–12 a.m.) or graveyard (typically 12 a.m.–8 a.m.) shifts. Actual scheduled hours worked on either shift may vary due to employer’s specific work schedule policy.

**Shipyard trades** – Shipyard trades included in the survey are shipwright carpenters, insulation workers, machinists, electricians, welders, pipefitters, sheet metal workers, truck drivers and warehouse workers.

**Simple average** – Gives equal weight to the participant’s data submission regardless of the number of employees. Simply written as “average” in the tables.

**Total compensation** – Base compensation plus the employer-provided dollar value of health care and retirement benefits. See total compensation calculations above for additional information.

**Vessel/terminal** – Employees on-board vessels, including deck and engine room personnel, both licensed and unlicensed. Terminal personnel include terminal supervisors, ticket sellers, ticket takers, terminal attendants/watchmen, information clerks and shore gang workers.

# Appendix – 2024 Survey questionnaire



## 2024 Marine Employees Compensation Survey

Please provide data effective as of **January 1, 2024**.

Your completed submission is requested by **February 5, 2024**.

If you need assistance or have questions while completing the survey, please contact Terri Parker at (360) 890-1813 or [terri.parker@ofm.wa.gov](mailto:terri.parker@ofm.wa.gov).

**Send completed survey file to: [terri.parker@ofm.wa.gov](mailto:terri.parker@ofm.wa.gov)**

**If you participated in the 2022 survey, that data is prepopulated in this workbook. Please validate to ensure accuracy and reach out if you have questions.**

**Participants will receive a free copy of the 2024 Marine Employee's Survey report.**

### **New for 2024:**

- All data for the survey is collected in this workbook.** Previously we sent separate workbooks for each survey category (vessel/terminal, shipyard trades, administrative) and each employee group. There are 52 benchmarks. We would appreciate data for any matching jobs in your organization. Compensation and premium pay are combined in one worksheet, see tab 4 Compensation & Premium Pay. Worksheets are formatted to collect data for multiple employee groups.
- Tab 2. Participant Information includes space to provide web links for employee group information such as collective bargaining agreements and pay schedules.** You can also email copies of this information to [terri.parker@ofm.wa.gov](mailto:terri.parker@ofm.wa.gov).
- Benchmark changes - see tab 3. Benchmark Descriptions, column D.**
  - 321 Watch Center Supervisor -new benchmark number (reassigned to Vessel/Terminal category, previously Administrative 519).
  - 322 Fleet Facility Safety Officer - new benchmark number (reassigned to Vessel/Terminal category, previously Administrative 520).
  - 501 Accountant - title change (previous title: Staff Accountant).
  - Other updates to clarify role, typical work and minimum qualifications.

Please read the following instructions before completing the survey. This workbook contains **EIGHT (8)** tabs/worksheets. Following is an explanation of the worksheets.

**If a data cell doesn't apply to your organization, please leave it blank. Do not enter n/a or zeros.**

### **2. Participant Information**

Organization name and characteristics, contact information for person completing survey, employee group information and web links.

### **3. Benchmark Descriptions**

Benchmark numbers, titles and descriptions. Please review before completing the compensation worksheet.

[Vessel / Terminal, benchmarks 301 - 322](#)

[Shipyard Trades, benchmarks 401 - 409](#)

[Administrative, benchmarks 501 - 523](#)

[Shipyard Trades job level summaries \(benchmarks 401-409\)](#)

### **4. Compensation & Premium Pay**

Match title/level, employee group (union, NR), number of employees, salary range, base pay, years in position, premium pays, salary effective dates, prior/known wage increases.

**Benchmark number** Indicates survey category (Vessel/Terminal, Shipyard Trades, Administrative). Click to see Washington State Ferries (WSF) benchmark description.

**Benchmark Title** WSF job title

**Match Job Title** Your organization's matching job title. Duties should be approximately 80% similar to those referenced in the WSF benchmark description.

**Match level** Comparison of your position to WSF benchmark description. E = equivalent (similar duties/level of responsibility), L = low (reduced duties/level of responsibility), H = high (more duties/higher level of responsibility).

**Union name or NR (non-represented)** Enter name of union representing employees appointed to your match job or NR if positions are non-represented

**Paid on a salary schedule?** Yes = defined steps between range min/max; no = no defined steps between min/max

**Number of journey incumbents** Number of regular (full-time, year round) incumbents appointed to your match job

**Number of leadperson incumbents** If applicable, number of regular (full-time, year round) incumbents appointed to the leadperson-level of your match job

**Number of foreperson incumbents** If applicable, number of regular (full-time, year round) incumbents appointed to the foreperson-level of your match job

**Number of apprentice incumbents** If applicable, number of incumbents appointed to the apprentice-level of your match job

**Number of helper incumbents** If applicable, number of incumbents appointed to the helper-level of your match job

**Salary range minimum** Hourly salary range minimum. Not applicable to jobs with a flat rate for base pay

**Salary range maximum** Hourly salary range maximum. Not applicable to jobs with a flat rate for base pay

**Longevity included in max?** If your organization has longevity pay, is it included in the salary range maximum? Not applicable to jobs with a flat rate for base pay

**Number of years to reach maximum** Not applicable when salary range does not have defined steps or to jobs with a flat rate for base pay

**Journey base pay - flat rate** Flat rate = single rate of pay for all regular (full-time, year round) incumbents. Not applicable to jobs with a salary range

**Journey Base pay - actual average (all incumbents)** Average actual pay for all regular (full-time, year round) incumbents appointed to match job

**Leadperson Base pay - actual average (all incumbents)** Average actual pay for all regular (full-time, year round) incumbents appointed to the leadperson-level of your match job, if applicable

**Foreperson Base pay - actual average (all incumbents)** Average actual pay for all regular (full-time, year round) incumbents appointed to the foreperson-level of your match job, if applicable

**Apprentice Base pay - actual average (all incumbents)** Average actual pay for all incumbents appointed to the apprentice-level of your match job, if applicable

**Helper Base pay - actual average (all incumbents)** Average actual pay for all incumbents appointed to the helper-level of your match job, if applicable

**Journey regularly scheduled full-time hours per week** Number of hours in a week to be considered a full-time employee. Include note if position works an irregular schedule.

**Journey Average number or years in position (all incumbents)** Average number of years appointed to job match title for all regular (full-time, year round) incumbents currently appointed to match job

**Premium pay** Extra pay earned by a worker in a specific classification - minimum hours paid, rate of pay per hour (% or \$)

**Overtime** Hours worked before or after regular shift, work on Saturday, Sunday or Holiday

**Minimum call out** Work that was more than a scheduled work shift, includes work on scheduled day off and calls to return to work

**Early call out** Employee is called to work before the start of their regular scheduled shift

**Call back** Employee called back to work after completing regular shift and released prior to starting their next regular scheduled shift

**Relief** Regular (full-time, year round) employee scheduled to work the shifts of other regular (full-time, year round) employees who are taking approved leave

**Hold over** Work performed during scheduled time off when working a two-week on, two-week off schedule. Paid until employee is afforded regularly scheduled time off

**Dirty / hazardous** Penalty pay for work performed in hazardous conditions

**Shift differential** Pay for undesirable, non-regular work shift such as evening, swing, graveyard, weekends, split shifts

**Geographic** Duty station pay, typically for high cost of living locations such as Seattle, WA

**Other type 1...** Additional premium pay(s) that are significant to your employee group(s)

**Required First Class Pilots License for vessels of any gross tons?** Specific Coast Guard licensure and endorsement required for noted WSF benchmarks. If applicable, indicate if required for your match job

**Required Standards of Training Certification and Watchkeeping (STCW) for vessels of any gross tons?** Specifically required to work on an international route. If applicable, indicate if required for your match job

**Required Safety of Life at Sea (SOLAS) for vessels of any gross tons?** International code specifying minimum standards for construction, equipment, and operation of vessels, compatible with their safety. If applicable, indicate if required for your match job

**Largest vessel** If you have an applicable match job, enter tonnage or horsepower for largest vessel in your fleet

**Base pay including COLD (AK only)** Base pay rate including Cost of Living Differential, for Alaska's response only. Alaska will enter rates excluding COLD in preceding pay columns.

**Base pay resident rate (AK only)** Base pay rate including Cost of Living Differential, for Alaska's response only. Alaska will enter rates excluding resident rate in preceding pay columns

**Non-Watchman (AK only)** Part of base pay provided to compensate for the requirement of additional work above normally required job duties

**Current pay rate effective date** Approval effective date for rates included in preceding columns

**Planned future pay increase effective 2/1/2024 to 10/1/2024?** Yes = known, planned wage increase that will become effective from 2/1/2024 to 10/1/2024. No = no known, planned wage increases between 2/1/2024 to 10/1/2024

**Future planned pay increase effective date** Effective date for known, planned wage increase



## 2024 Marine Employees Compensation Survey

Please provide data effective as of **January 1, 2024**.

Your completed submission is requested by **February 5, 2024**.

If you need assistance or have questions while completing the survey, please contact Terri Parker at (360) 890-1813 or [terri.parker@ofm.wa.gov](mailto:terri.parker@ofm.wa.gov).

**Send completed survey file to: [terri.parker@ofm.wa.gov](mailto:terri.parker@ofm.wa.gov)**

**Future planned pay increase** % increase to base pay hourly rate for your benchmark job match

**Notes** Enter additional details as needed to explain the date entered for each benchmark match

### 5. Paid Time Off

Vacation leave/paid time off, sick leave, paid holidays, bereavement leave, volunteer leave, other paid leave types that are significant to your employee group(s)

Worksheet includes input fields for 6 employee groups. Please add additional employee group columns, if needed.

### 6. Other Benefits

Apprenticeship programs, training/education, required licensure, travel, parking

Worksheet includes input fields for 6 employee groups. Please add additional employee group columns, if needed.

### 7. Health Care

We recommend you partner with your Benefit Administrator to complete this tab.

Enter information for your organization's **most populated health care plan**. Use additional columns if selection options vary based on representation.

**Plan name**

**Plan type** HMO (Health Management Organization), PPO (Preferred Provider Organization), HCHP (High Cost Health Plan)

**Plan actuarial value** % of health care costs anticipated to be paid by the plan

**Are vision benefits included?**

### 8. Retirement

We recommend you partner with your Benefit Administrator to complete this tab.

**Do your employees contribute to social security?**

Enter information for your organization's **most populated retirement plan**. Use additional employee group column(s) if plan options or benefits vary based on representation.

**Plan type** Defined Benefit (DB, pension), Defined Contribution (DC), or Hybrid (DB/DC)

**Plan name**

**Normal or typical retirement age**

**Defined benefit multiplier** Only applies to DB plans, typically used in a formula to determine a monthly benefit. For example: benefit multiplier X service credit years X average final compensation

**Employer defined contribution (DC) percent or amount** Only applies to DC and Hybrid plans

**Additional employer defined contribution (DC) percent or amount, if applicable** Only applies to DC and Hybrid plans.

**Typical annual COLA (cost of living adjustment) increase**

**Plan design employer funding rate** Plan design funding ratio for employer and employee should total 100%, for example: employer: 50%, employee: 50%. This is not the employer's current contribution

**Maximum salary basis** Maximum % or amount of salary that employer matches or limits contribution

*Thank you for your participation!*



## 2024 Marine Employees Compensation Survey - Participant & Company Information

Questions? Contact Terri Parker at 360-890-1813 or [terri.parker@ofm.wa.gov](mailto:terri.parker@ofm.wa.gov)

Survey data effective date: **January 1, 2024**  
 Survey distribution date: **January 4, 2024**  
 Survey due date: **February 5, 2024**  
 Send completed survey to: [terri.parker@ofm.wa.gov](mailto:terri.parker@ofm.wa.gov)

### Instructions

Organization Name	
Industry <i>(New)</i>	
Services <i>(New)</i>	
Fleet Size <i>(New)</i>	
Does fleet require SOLAS <sup>1</sup> certification? <i>(New)</i>	
Contact Name	
Telephone Number	
Email Address	

We would appreciate web links to online pay and benefit information for your matching jobs, such as Collective Bargaining Agreements<sup>2</sup> (CBAs), Memorandum of Understanding<sup>3</sup> (MOUs), job descriptions and salary schedules. You can also email PDFs of these documents to [terri.parker@ofm.wa.gov](mailto:terri.parker@ofm.wa.gov).

Employee Group # <i>(New table)</i>	Employee Group Name <i>(this tab will pre-populate the employee group name field in tabs 5-8)</i>
Employee group 1	
Web link(s)	
Employee group 2	
Web link(s)	
Employee group 3	
Web link(s)	
Employee group 4	
Web link(s)	
Employee group 5	
Web link(s)	
Employee group 6	
Web link(s)	
Employee group 7	
Web link(s)	
Employee group 8	
Web link(s)	
Employee group 9	
Web link(s)	
Employee group 10	
Web link(s)	
Employee group 11	
Web link(s)	
Employee group 12	
Web link(s)	

### Thank you for your participation!

<sup>1</sup> Safety of Life at Sea (SOLAS) certification is for a vessel that is sailing in international waters; requires additional safety standards that comply with international treaty standards..

<sup>2</sup> Collective Bargaining Agreements or CBAs are the written, legally enforceable contracts for specified periods, between the management of an organization and its employees represented by an independent trade union. It sets and defines conditions of employment (wages, working hours and conditions, overtime payments, holidays, vacations, benefits, etc.) and procedures for dispute resolution.

<sup>3</sup> Memorandum of Understanding or MOUs are signed documents describing agreements between two parties.

**2024 Marine Employees' Compensation Survey - Benchmark Job Descriptions**

No.	Benchmark title (code)	2024 Description
<b>Vessel and Terminal, 301 - 322</b>		
301	<u>Master/Captain/Pilot</u>	<p><i>Exercises full command of a vessel of any gross tons, manager of and responsible for entire vessel operations. Has authority over all persons on board. Also serves as licensed pilot.</i></p> <p><b>Typical Duties:</b> Navigates vessel; commands the pilotage of all landings, safely adheres to published schedules. Maintains discipline on board. Manages and supervises all vessel personnel regarding performance management, operations, training, and environmental protection. Inspects the entire vessel at least once during each shift. Trains crew in normal and emergency operations. Prepares and submits timely reports of vessel damage to United States Coast Guard (USCG) and management. Maintains vessel's records, logs, and inventories. Vessel security officer.</p> <p><b>Minimum Qualifications:</b> USCG license as Master of Motor Vessels of any gross tons, with endorsement as first class pilot for all routes operated, plus Merchant Mariner Credential (MMC), Transportation Worker Identification Credential (TWIC), radar observer endorsement, and Federal Communications Commission (FCC) marine radio operator permit. Required to be Electronic Chart Display and Information System (ECDIS) certified.</p>
302	<u>Chief Mate/Pilot</u>	<p><i>Serves as Chief Officer, second in command of vessel of any gross-tons.</i></p> <p><b>Typical Duties:</b> Directs other officers and all members of the deck crew on all matters pertaining to the safe operation and deck maintenance of the vessel. Implements orders of the Master; oversees all work and maintenance in deck department; assumes charge of car deck during loading and unloading operations. Stands as watch officer in charge on bridge during normal operations. Creates and posts watch assignments. Conducts fire and boat drills; takes charge at scene in emergencies. Maintains records of stores and equipment in the deck department; approves requisitions. Medical first responder. Required to fill in for Master and pilotage of the vessel. Responsible for security duties.</p> <p><b>Minimum Qualifications:</b> USCG license as Mate of Motor Vessels of any gross tons, with endorsement as First Class Pilot on all routes, on vessels of any gross tons, plus Merchant Mariner Credential (MMC), Transportation Worker Identification Credential (TWIC), radar observer endorsement, and Federal Communications Commission (FCC) marine operator permit. Required to be Electronic Chart Display and Information System (ECDIS) certified.</p>
303	<u>Second Mate</u>	<p><i>Deck officer next in rank below First Mate of a vessel of any gross tons.</i></p> <p><b>Typical Duties:</b> Directs other officers and all members of the deck crew on all matters pertaining to the safe operation and deck maintenance of the vessel. Under orders of Master or Chief Officer, oversees all work and maintenance in deck department; assumes charge of car deck during loading and unloading operations. Stands as watch officer in charge on bridge during normal operations. Creates and posts watch assignments. Conducts fire and boat drills; takes charge at scene in emergencies. Maintains records of stores and equipment in the deck department; approves requisitions. Responsible for security duties.</p> <p><b>Minimum Qualifications:</b> United States Coast Guard (USCG) license as Mate of Motor Vessels of any gross tons, with endorsement as First Class Pilot on all routes, on vessels of any gross tons, plus Merchant Mariner Credential (MMC), Transportation Worker Identification Credential (TWIC), radar observer endorsement, and Federal Communications Commission (FCC) marine radio operator permit. Required to be Electronic Chart Display and Information System (ECDIS) certified.</p>
304	<u>Staff Chief Engineer</u>	<p><i>Position has overall authority for the engine department on the vessel. Writes standing orders and plans shipyard and lay up periods with the port engineers. Supervises and ensures the efficient operation and maintenance of all propulsion and electrical systems of the vessel. Supervises and coordinates the activities of all engine room employees assigned to the vessel. Establishes vessel procedures for all engine room operations and maintenance.</i></p> <p><b>Typical Duties:</b> Ensures that the vessel's mechanical and electrical machinery is properly maintained and serviced. Attend to cleanliness and good condition of watertight doors, valves, piping, wiring within engine room, as well as shaft alleys, steering compartments, storerooms, workshops, compartments, and areas below the floor plates, voids and uptakes. Makes frequent inspections of mechanical and electrical systems; orders necessary repairs and adjustments. Records fuel consumption. Develops and responds for vessel maintenance plan for all vessel equipment and hull. Troubleshoot and repair engine room related issues. Assigns licensed and unlicensed engine room employees to duty stations. Maintains strict discipline of engine room crew. Approves pay orders. Evaluates performance of engine room personnel on watch. Orders stores, equipment and supplies for engineering operations. Serves as Chief Engineer during one watch. Knows and enforces applicable United States Coast Guard (USCG) rules and regulations. Maintains active safety program. Staff Chief Engineers are appointed by, and directly responsible to, the Port Engineer. Nighttime shipyard security officer. Responsible for safety and lock out tag out repairs. Eagle Harbor layup planning for vessel. Obsolescence planning. Responding to afterhours concerns to include 24/7 response to shipyard. Vessel inventory control and management. Create preventative maintenance schedule, standing orders, safety and inventory program. Responsible for creating Capitol lifecycle cost model determination and updates. System quality assurance and quality control of all vessel inspections.</p> <p><b>Minimum Qualifications:</b> USCG license as Chief Engineer of Motor Vessels of any horsepower or Chief Engineer Limited of Motor Vessels of any horsepower, plus Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC).</p>

## 2024 Marine Employees' Compensation Survey - Benchmark Job Descriptions

No.	Benchmark title (code)	2024 Description
305	<u>Chief Engineer</u>	<p><i>Under general direction of vessel's Staff Chief Engineer, is in full charge of Engine Department.</i></p> <p><b>Typical Duties:</b> Ensures that the vessel's mechanical and electrical machinery is properly maintained and serviced. Attend to cleanliness and good condition of watertight doors, valves, piping, wiring within engine room, as well as shaft alleys, steering compartments, storerooms, workshops, compartments and areas below the floor plates, voids and uptakes. Makes frequent inspections of mechanical and electrical systems; orders necessary repairs and adjustments. Records fuel consumption. Assigns licensed and unlicensed engine room employees to duty stations. Maintains strict discipline of engine room crew. Approves pay orders. Evaluates performance of engine room personnel on watch. Knows and enforces applicable United States Coast Guard (USCG) rules and regulations. Maintains active safety program. Nighttime security for vessel during tie-up. Troubleshoot and repair engine room related issues. Administers Staff Chief Engineer direction in preventative maintenance schedule, standing orders, safety program, inventory programs.</p> <p><b>Minimum Qualifications:</b> USCG license as Chief Engineer of Motor Vessels of any horsepower or Chief Engineer Limited of Motor Vessels of any horsepower, plus Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC).</p>
306	<u>Assistant Engineer</u>	<p><i>Officer in engine room ranking directly below Chief Engineer.</i></p> <p><b>Typical Duties:</b> Responsible for running, operation and maintenance of propulsion and electrical systems aboard the vessel. General maintenance duties may extend throughout entire vessel. Routinely inspects and maintains all equipment; reports malfunctions and makes adjustments or repairs as directed by Chief Engineer's instructions. May direct and review work of unlicensed employees on duty. Performs duties assigned by Staff Chief Engineer or Chief Engineer, depending on level of competence. Troubleshoot and repair engine room related issues.</p> <p><b>Minimum Qualifications:</b> A valid United States Coast Guard (USCG) license as First, Second or Third Assistant Engineer of Motor Vessels of greater than 5000 horsepower or Assistant Engineer - Limited of Motor Vessels of greater than 5000 horsepower, plus Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC).</p>
307	<u>Oiler</u>	<p><i>Serves as the highest rated of the unlicensed members of the engine department.</i></p> <p><b>Typical Duties:</b> Under supervision of the licensed engineering officer(s) on watch, performs inspection, maintenance and repair duties throughout the vessel. Regularly checks all lubrication points, water levels and bilges; inspects water pressure and flow to all systems. Monitors temperature readings and inspects drive motors and generators for sparking; checks fuel and lubrication oil purifiers; inspects steering system and safety barricades for such things as loose fittings, worn hoses, oil and grease levels, services as required and reports needed adjustments and special conditions to the licensed engineer in charge; keeps log of inspection and readings. Assists licensed engineering officer(s) in emergencies such as fire or abandon ship. Ensures proper lighting in all the engineering spaces, shaft alleys, repair, control and steering compartments; assists in fueling operations. Cleans and paints machinery and spaces; assists in fuel transfers, pumping bilges, etc. May serve as a mechanical or electrical aide for other repairs and maintenance. Responsible for shipyard boiler watch.</p> <p><b>Minimum Qualifications:</b> A valid United States Coast Guard (USCG) certificate as qualified member of the engine department in the rating of oiler, plus Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC).</p>
308	<u>Wiper</u>	<p><i>Serves as the entry level of the unlicensed engine department crew.</i></p> <p><b>Typical Duties:</b> Under supervision of the licensed engineering officer(s) assists in and learns inspection, maintenance and repair duties throughout the engine department of the vessel. Cleans and paints machinery and spaces as assigned; assists in fuel transfers, pumping bilges, etc. Takes routine readings of quality, level, pressure and temperature indicators as assigned. Learns emergency practices and the care and handling of tools and special-equipment. May perform those duties normally assigned to an Oiler under supervision and for training purposes. Responsible for shipyard boiler watch when Oiler is unavailable.</p> <p><b>Minimum Qualifications:</b> A valid United States Coast Guard (USCG) certificate as Wiper, plus Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC).</p>
309	<u>Able Seaman/Bos'n</u>	<p><i>Highest rated unlicensed deck employee. May act as Bos'n or Quartermaster.</i></p> <p><b>Typical Duties:</b> Performs tasks necessary to keep vessel clean, safe and in good order, such as washing outside windows, scrubbing assigned areas, repairing ropes and running gear. Maintains rescue boats. Climbs mast as needed. If designated as Bos'n by the Master, leads, directs and works with deck crew on these tasks. Stands wheelhouse watch as helmsmen. Directs loading and unloading of vehicles. Responds as emergency team member during vessel emergencies. Serves as part of firefighting team; knows all aspects of firefighting. Resolves or refers passenger problems to the mate. Performs deck maintenance. Responsible for security duties.</p> <p><b>Minimum Qualifications:</b> United States Coast Guard (USCG) certificate as Able Seaman (AB) - Limited, plus Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC).</p>
310	<u>Able Seaman (AB)</u>	<p><i>Highest rated unlicensed deck employee.</i></p> <p><b>Typical Duties:</b> Performs tasks necessary to keep vessel clean, safe, and in good order, such as washing outside window, scrubbing assigned areas, repairing rope and running gear. Maintains rescue boats. Climbs mast as needed. Stands wheelhouse watch as helmsman. Directs loading and unloading of vehicles. Responds as emergency team member during vessel emergencies. Resolves or refers passenger problems to the mate. Operates rescue boat and leads rescue operations on vessel.</p> <p><b>Minimum Qualifications:</b> United States Coast Guard (USCG) certificate as Able Bodied Seaman - Limited, plus Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC).</p>

**2024 Marine Employees' Compensation Survey - Benchmark Job Descriptions**

No.	Benchmark title (code)	2024 Description
311	<u>Ordinary Seaman (OS)</u>	<p><i>During a shift maintains passenger cabin area, assists passengers with vessel egress, assists with vehicle loading, stands a gangplank watch, assists in line handling, stands as lookout, acts as watchman, fills a position on vessel muster list.</i></p> <p><b>Typical Duties:</b> Cleans and supplies restrooms; cleans staterooms, day rooms, storage areas, gear lockers, and passenger cabin. Empties trash, washes windows, strips and waxes decks, shampoos carpets. Stocks schedule and rate pamphlets, resolves or refers passenger problems to mate. Responsible for United States Coast Guard (USCG) regulated passenger counting. Assists in directing auto traffic. Stands wheelhouse watches for training. Operates the tow tractor. Responsible or security duties.</p> <p><b>Minimum Qualifications:</b> USCG certificate as Ordinary Seaman life Boatman's endorsement, plus Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC). Must hold valid Standards of Training, Certification and Watch (STCW) certification.</p>
312	<u>Ticket Seller (Auto)</u>	<p><i>Sells vehicle and/or pedestrian tickets or collects fares in accordance with published rate schedule comprised of a variety of fares; assists users and answers questions regarding ferry system operations.</i></p> <p><b>Typical Duties:</b> Collects money in accordance with published rate schedule, operates Electronic Fare System, makes change and issues ticket for ferry users, including pedestrian and/or a variety of vehicles. Prepares daily report; includes providing statistical information on point of sales, traffic, volumes, overloads and vessel departure times. Complies with security procedures regarding funds, revenues and ticket stock. Runs all facets of shore side activities related to traffic control, staging of vehicles, and transfer of passengers and vehicles to the vessels.</p> <p><b>Minimum Qualifications:</b> One year of experience as Ticket Taker. Must obtain Transportation Workers Identification Credential (TWIC) prior to hire.</p>
313	<u>Ticket Taker</u>	<p><i>Collects tickets and visually verifies that proper ticket has been sold; assists with traffic control and terminal equipment operation and janitorial and/or light maintenance duties.</i></p> <p><b>Typical Duties:</b> Collects, cancels, and verifies that proper vehicle and/or pedestrian ticket has been issued. Assists in directing vehicles to proper loading lanes and to ferry boarding aprons. Operates terminal lights, barriers and ramps. Performs cleaning and simple maintenance tasks at terminal. Checks lines, transfer span height and general security of tied-up vessel.</p> <p><b>Minimum Qualifications:</b> High School diploma or equivalent. Must obtain Transportation Workers Identification Credential (TWIC) prior to hire.</p>
314	<u>Terminal Attendant/Watchman</u>	<p><i>Assists in janitorial and light maintenance duties, traffic control, terminal equipment operation and/or serves as watchman during vessel tie-up.</i></p> <p><b>Typical Duties:</b> Assists in directing vehicles to proper loading lanes and to ferry boarding aprons. Operates terminal lights, barriers and ramps. Performs cleaning and simple maintenance tasks at terminal. Checks lines, transfer span height and general security of tied-up vessel.</p> <p><b>Minimum Qualifications:</b> High School diploma or equivalent. Must obtain Transportation Workers Identification Credential (TWIC) prior to hire.</p>
315	<u>Information Agent</u>	<p><i>Maintains direct communication with users in person and on the telephone.</i></p> <p><b>Typical Duties:</b> Staff works in a busy, high pressure Washington State Department of Transportation (WSDOT) call center. Answers customer requests for information in person, on the phone and by mail. Assists customers with reservations for three key routes on a year-round basis. Updates customer accounts for reservations as well as handles ORCA (one region card for all) Regional Transit accounts and calls. Troubleshoots customer service issues, concerning ferry operations, website sales or information. Works with doctor's offices concerning medical preferential loading and other important customer programs. Agents frequently document customer complaints and other issues for management. This position is responsible for disseminating service information to customers, helping customer to receive refunds for payment. Users take credit card information so must work in a secure environment. Position performs customer outreach at all ferry terminals for ferry management, providing information on schedule changes, changes to service or other key outreach information. Responsible for lost and found for system.</p> <p><b>Minimum Qualifications:</b> High School diploma or equivalent as well as call center and computer experience. If assigned duty station is on the terminal, must obtain Transportation Workers Identification Credential (TWIC) prior to hire.</p>
316	<u>Web Information Agent</u>	<p><i>Maintains Washington State Ferries web site information and provides customer service related to service issues, customer issues and customer operational concerns.</i></p> <p><b>Typical Duties:</b> Position regularly updates web site information, inputs changes to ferry schedules, and other pertinent information as conditions change (includes highway advisory radios, variable message signs and email alerts to a customer data base.). Responds to customer emails, resends tickets and performs other duties for ticket sales. Works with Washington State Ferries (WSF) extensive commercial accounts for oversized vehicle travel on the ferries as well as mobile homes. Works with terminal engineering to determine if an oversized vehicle axle weights meet set restrictions. Researches ticket-related issues, completes refund requests and reprints lost or stolen cards/tickets. Is part of the Washington State Ferries (WSF) operations system response team. Tracks late vessels, ferry wait times and other important customer information and dispenses to key customer groups. Troubleshoots ORCA (one regional card for all) Regional Transit card issues that cannot be handled by information agents. Has more responsibility and has access to key management programs to assist customers with reservations, ticket sales, etc. Works with IT to test new programs before release to public.</p> <p><b>Minimum Qualifications:</b> Three years of customer service experience and basic HTML code knowledge as well as a proven ability to write and knowledge of the Washington State Ferries system. Must demonstrate excellent communication skills, written and oral as well as attention to detail. If assigned duty station is on the terminal, must obtain Transportation Workers Identification Credential (TWIC) prior to hire.</p>

## 2024 Marine Employees' Compensation Survey - Benchmark Job Descriptions

No.	Benchmark title (code)	2024 Description
317	<u>Shore Gang Worker</u>	<p><i>Performs skilled refit and preventative maintenance work on vessels and docks.</i></p> <p><b>Typical Duties:</b> Prepares dock and vessel surfaces for painting; paints by hand and with spray gun. Maintains and repairs deck department equipment. Repairs paving on docks. Performs simple tasks of skilled shipyard trades. Manages, repairs and tracks all lifesaving equipment to include; rafts, rescue boats and evacuation slides. Security duties for Eagle Harbor. Must be ready and available to be dispatched to any vessel as needed for Ordinary Seaman/Able Bodied Seaman (OS/AB) position.</p> <p><b>Minimum Qualifications:</b> Ordinary Seaman documents including a Merchant Mariner Credential (MMC) and a Transportation Worker Identification Credential (TWIC).</p>
318	<u>Terminal Supervisor</u>	<p><i>Serves as the field supervisor for terminal operations.</i></p> <p><b>Typical Duties:</b> Supervise the day-to-day operations of any terminal, and ensure the smooth and efficient transfer of vehicle and passenger traffic through the facility toward their destination. Serve as on-site operations coordinator when construction projects are in progress at the terminal. Supervise terminal staff, directing, training, evaluating, and reporting employees' work and adherence to the Washington State Ferries (WSF) Code of Conduct and collective bargaining agreement(s). Develop seasonal work schedules and assign relief coverage. Responsible for maintaining security of all funds, ticket stocks, and revenue. Responsible for terminal/vessel hazardous material accumulation and updating safety documentation and disseminating information. Responsible for terminal security issues, including developing and implementing security duties. Maintains a working knowledge of applicable laws, ordinances, and regulations.</p> <p><b>Minimum Qualifications:</b> Must obtain Transportation Workers Identification Credential (TWIC) prior to hire.</p>
319	<u>Port Captain</u>	<p><i>Acts as a management representative and is responsible for enforcement of United States Coast Guard (USCG) regulations, and organizational policies and procedures for all deck employees. Responsible for the efficient and cost effective utilization of labor and vessels, while providing reliable and safe service to the public.</i></p> <p><b>Typical Duties:</b> Maximizes workforce in a fiscally responsible manner. Develops, implements, and maintains programs and policies that assure budgetary control. Works to resolve security related issues including developing and implementing security procedures and systems. Conducts investigations of vessel incidents.</p> <p><b>Preferred Qualifications:</b> College degree with minimum of five to ten years of experience in passenger vessel operations at the management level (vessel master or shore side manager). Must obtain Transportation Workers Identification Credential (TWIC) prior to hire.</p>
320	<u>Port Engineer</u>	<p><i>Responsible for management of vessel maintenance and day to day engine department operations for assigned vessels, including facilities and personnel.</i></p> <p><b>Typical Duties:</b> Performs management and administration of vessel personnel, scheduling and overseeing vessel maintenance, repairs, lay-ups, and refits to assure vessel systems reliability and efficiency. Creates and manages preventative and unplanned maintenance procedures on assigned vessels. Enforces United States Coast Guard Chief (USCG) and other agency safety regulations related to vessel engine room operations. Primary point of contact and liaison between all WSF departments, Eagle Harbor maintenance facility, regulatory agencies, vendors, and engine room crews. Rotating 24-hour responder and first point of contact for all vessel mechanical and electrical and operational issues related to the engine room. Manages budgets for each vessel that they are responsible for.</p> <p><b>Minimum Qualifications:</b> Requires five years of sailing experience with three years in charge of an engine room. USCG Engineer's license required, plus Merchant Marine Credential (MMC) and Transportation Workers Identification Credential (TWIC).</p>
321	<u>Marine Operations Watch Supervisor</u>	<p><i>Acts as the central point-of-contact for directing all vessel and terminal incidents including emergency response, inspections and customer relations. Directs Dispatch, Information and Terminal staff in absence of responsible manager.</i></p> <p><b>Typical Duties:</b> Provides around the clock interface between internal management, field operations and external agencies for emergency response. Has incident command system (ICS) role for federal/agency emergencies or drills. Responsible for the scheduling and documentation of United States Coast Guard (USCG) annual inspections of vessels as well as other required state and federal vessel compliance document renewals. Responsible for all regulatory and operational compliance for HAZMAT (hazardous materials) charters. Responsible for media and interagency contact and public notifications for service disruptions. Coordinates all vendor aspects of vessel movements (crewing, berthing, moorage, etc.) for Terminal, Deck and Engine Department as needed. Writes work requirements for vessels and terminals and coordinates and/or writes purchase orders for external vendors. Develops, maintains and disseminates operation center documents such as daily logs, vessel position reports and sailing schedules.</p> <p><b>Preferred Qualifications:</b> Five years of experience in marine operations working with passenger transportation systems, or a bachelor's degree and one year of supervisory experience in a marine transportation system. Additional qualifying experience in marine operations or passenger transportation systems may be substituted, year for year, for the education.</p>
322	<u>Fleet Facility Safety Officer</u>	<p><i>Responsible for oversight of terminal and vessel security plan to comply with the Maritime Transportation Security Act (MTSA).</i></p> <p><b>Typical Duties:</b> Fulfills all administrative and operational requirements of facility security officers and provides coordination between ferry and terminal security efforts. Schedules and conducts mandated annual security audits of all facilities and vessels. Responds to, investigates and coordinates resolution of breach of security/suspicious activity reports with Washington State Patrol and United States Coast Guard (USCG). Represents terminal and vessel needs when coordinating security issues with external agencies.</p> <p><b>Preferred Qualifications:</b> Bachelor's degree in such areas as political science, law enforcement, marine transportation, or related. Experience may be substituted for the degree requirement. Five years of professional experience in a managerial position providing security or marine terminal management. Must obtain Transportation Workers Identification Credential (TWIC) prior to hire.</p>

**Shipyard Trades, 401-409**

**2024 Marine Employees' Compensation Survey - Benchmark Job Descriptions**

No.	Benchmark title (code)	2024 Description
401	<u>Shipwright/Carpenter</u>	<p><i>In the Washington State Ferry System, performs skilled shipwright/commercial carpenter/glazier/rigger work.</i></p> <p><b>Distinguishing Characteristics:</b> This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p><b>Typical Work:</b> Performs work in vessels and terminals.</p> <p>Vessels: Constructs staging, shoring, temporary supports, stairways, ladders and other wooden structures; installs, repairs, patches, sizes and replaces carpeting, floor and ceiling tiles, marine glass and millwork, ferring compounds, vinyl/rubber coverings, plastic laminate, fiberglass, wall coverings and general caulking. Materials and processes meet United States Coast Guard (USCG) standards.</p> <p>Terminals: Constructs, alters, remodels and repairs building additions, offices, rooms, storage buildings, fence posts, rails, barriers, traffic arms and other structures from blueprints plans and sketches; repairs, patches, sizes and repairs carpeting, floor and ceiling tiles, glass and millwork; rigs, repairs, and replaces transfer span cables; installs and repairs roofing, plastic gutters and downspouts, constructs staging, shoring and temporary supports.</p> <p>General: Operates a full function joiner and cabinet shop. Cleans, sharpens, maintains and repairs power and hand tools. Responds to safety and service issues around the clock.</p> <p><b>Minimum Qualifications:</b> Journey level status as a Shipwright/Carpenter or completion of a recognized apprenticeship as a Shipwright or Carpenter. Valid Washington State Driver license. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
402	<u>Shipyard Insulation</u>	<p><i>Performs skilled insulation/asbestos work in the Washington State Ferries (WSF) system.</i></p> <p><b>Distinguishing Characteristics:</b> This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p><b>Typical Work:</b> Removes, repairs, and replaces thermal, acoustic and fire barrier insulating materials for mechanical, pipe and HVAC systems, in terminal buildings, docks and on vessels using materials such as fiberglass, PVC, foam sheet, hull board, ceramic glass, cellular rubber, urethane, calcium silicate, lead sheet and mineral wool. Measures, fabricates and installs multi-component insulation blankets. Sets up and removes containment systems for maintenance and removal of asbestos. Maintains and removes materials containing asbestos from vessels and terminals. Maintains asbestos management database. Maintains respiratory protection equipment for all trades at industrial facility.</p> <p><b>Minimum Qualifications:</b> Journey level status as an insulator/asbestos worker. Sources include carpenter/shipwright, asbestos worker, and heat and frost worker trades. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
403	<u>Shipyard Boilermaker/Welder</u>	<p><i>In the Washington State Ferry System, performs skilled welding, burning, rigging and shipfitting work in accordance with state and US Coast Guard regulations.</i></p> <p><b>Distinguishing Characteristics:</b> This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p><b>Typical Work:</b> Repair and fabricate new steel, stainless steel, aluminum and copper-nickel parts and equipment as required to maintain ferries, terminals and bridges in good working condition. Maintain welding certifications to United States Coast Guard (USCG) and Washington Association of Building Officials standards. Lay out, fit up, and weld fabricated, cast, and forged components of ship and terminal structure and assemblies. Assemblies include pressure vessels, pipe assemblies, deck plate supports, equipment foundations, ladders, railings, gates, pad eyes and traffic control devices. Performs all work in accordance with blueprints, plans and knowledge of various codes, welding processes and metallurgy. Performs non-destructive testing, operational tests and documents results in accordance with Coast Guard, American Bureau of Shipping and American Welding Society codes, as applicable. Responds to equipment failures around the clock to sustain service reliability.</p> <p><b>Minimum Qualifications:</b> Journey level status as a Boilermaker/Welder or completion of a recognized apprenticeship as a Boilermaker or Welder. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
404	<u>Shipyard Electrician</u>	<p><i>In the Washington State Ferries (WSF) System, performs skilled industrial electrical work in accordance with state and United States Coast Guard (USCG) regulations.</i></p> <p><b>Distinguishing Characteristics:</b> This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p><b>Typical Work:</b> Installs, adjusts, maintains and repairs complex analog and digital power and control systems on vessels and at terminals with alternating current systems up to 4,160 volts and direct current systems up to 300 volts. Systems include shipboard propulsion, electrical power and distribution, motor controls, alarm and monitoring systems, main engine controls, steering systems, lighting systems, cathodic protection systems, battery charging systems, internal communications, surveillance and security system. Specialized skills include rebrushing, cleaning, polishing commutators, rebuilding brush boxes and testing of large DC (direct current) motors and generators, installation and maintenance of fiber optic systems, use of electronic diagnostic systems. Responds to equipment failures around the clock to sustain service reliability.</p> <p><b>Minimum Qualifications:</b> Journey level status as an Electrician, or completion of a recognized apprenticeship as an Electrician. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>

**2024 Marine Employees' Compensation Survey - Benchmark Job Descriptions**

No.	Benchmark title (code)	2024 Description
405	<u>Shipyard Machinist</u>	<p><i>In the Washington State Ferry System, performs skilled machinist and marine diesel mechanic work.</i></p> <p><b>Distinguishing Characteristics:</b> This is the journey level of the series. incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p><b>Typical Work:</b> Performs work on vessels, terminals and in the Machine Shop. Machine shop work includes operation of lathes, milling machines, drill press and other shop equipment commonly found in machine shops. Troubleshoot, repair and overhaul of marine propulsion engines, reduction gears, steering systems, generators, pumps, outboard motors, boat davits and miscellaneous auxiliary machinery. Repair and overhaul of pumps to include sewage, potable water, raw water, fuel and oil transfer and saltwater. Specialized skills include precision alignment of pumps with dial indicator and laser alignment tooling. Diagnose and repair hydraulic systems. Stocks and operates tool room for Eagle Harbor Maintenance Facility. Responds to equipment failures around the clock to sustain service reliability. Work in harsh weather conditions and at heights required.</p> <p><b>Minimum Qualifications:</b> Journey level status as a Machinist or completion of a recognized apprenticeship as a Machinist. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
406	<u>Shipyard Pipefitter</u>	<p><i>In the Washington State Ferry System (WSF), performs skilled pipefitting and plumbing maintenance work on both vessels and shore facilities, comparable to both marine and construction trades, in accordance with state and United States Coast Guard (USCG) requirements.</i></p> <p><b>Distinguishing Characteristics:</b> This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p><b>Typical Work:</b> Performs skilled pipefitting and plumbing work using non-ferrous pipe, tube and hoses. Work includes inspection, diagnosis, measurement, fabrication (welding, brazing, bending), installation, repair, maintenance, testing and documentation. Systems include hydraulic, steam systems, exhaust systems, fire main systems, bilge systems, potable water, sewage systems, CO2 fixed systems, mist systems, engine systems, fuel and lube oil systems, pneumatic systems. Specifically regulated or hazardous processes include boiler inspection, hydro, repair, re-gasket and replace; fire suppression system (fixed and portable) testing and maintenance; asbestos identification, containment and removal; high pressure hose fabrication and testing; hydraulic system troubleshooting; high temperature, exhaust piping maintenance; field run/engineering of piping systems and potable water backflow prevention certification. Responds to equipment failures around the clock to sustain service reliability.</p> <p><b>Minimum Qualifications:</b> Journey level status as a pipefitter or plumber or completion of a recognized apprenticeship as a pipefitter or plumber. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
407	<u>Shipyard Sheet Metal Worker</u>	<p><i>In the Washington State Ferry System, performs skilled sheet metal work, welding, rigging and ventilation system maintenance in accordance with state and US Coast Guard requirements.</i></p> <p><b>Distinguishing Characteristics:</b> This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p><b>Typical Work:</b> Fabricate, install and repair all light gauge sheet metal on vessels, docks and terminal buildings as needed. Perform general repair, fabrication and welding in shop. Selects gauge and type of sheet metal. Read and interpret blueprints, sketches or product specifications to determine sequence and methods of fabrication, assembly and installation of sheet metal products. Systems and equipment include metal doors, overhead ceilings, ventilation systems, fire protection systems, shipboard furniture, galley and head equipment, prefabricated metal stair treads, joiner and non-structural bulkheads, equipment guards and covers, flashing, roofing and gutters on terminal buildings. Inspect, clean and maintain vessel and terminal ventilation system ductwork. Removal and reinstallation of interferences in support of shipboard equipment repair. Respond to equipment failures around the clock to sustain service reliability.</p> <p><b>Minimum Qualifications:</b> Journey level status as a Sheet Metal Worker, or completion of a recognized apprenticeship as a Sheet Metal Worker. Valid Washington State Driver license. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
408	<u>Shipyard Truck Driver</u>	<p><i>In the Washington State Ferry System, operates light to medium duty trucks under 28,000 GVW to transport a variety of material, supplies and equipment.</i></p> <p><b>Distinguishing Characteristics:</b> This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p><b>Typical Work:</b> Provides deliveries, both loading and unloading to and from the main warehouse for the Ferry system. Uses forklift, pallet jack or other material conveyance devices as need to load and unload deliveries. Drives a route, which includes all terminals, office facilities and maintenance facilities in local area. Makes deliveries and pick-ups at vendors as requested.</p> <p><b>Minimum Qualifications:</b> Journey level status as a Truck Driver and a valid Washington State driver's license with a record free from serious or frequent traffic violations. Transportation Worker Identification Credential (TWIC) within 90 days of hire.</p>
409	<u>Shipyard Warehouse Worker</u>	<p><i>In the Washington State Ferry System, performs skilled warehousing and storekeeping work.</i></p> <p><b>Distinguishing Characteristics:</b> This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p><b>Typical Work:</b> Performs a variety of tasks in connection with the requisition, receipt, storage and issuance of spare parts, supplies and equipment such as: requisitions and receives supplies; checks nomenclature, stock number, quantity and condition; loads or unloads supplies on or from trucks or other conveyances; moves supplies to and from receiving, storage and shipping areas; operates forklifts, hand trucks, hand and electric pallet trucks and other related equipment.</p> <p><b>Minimum Qualifications:</b> Journey level status as a Warehouse Worker or two years of experience in warehousing, stock keeping, receiving or shipping parts, supplies or equipment in a warehouse operation, marine parts store, retail store of commissary, or closely related work and a valid Washington State driver's license. Transportation Worker Identification Credential (TWIC) within 90 days of hire.</p>

**Administrative, 501 - 523**

## 2024 Marine Employees' Compensation Survey - Benchmark Job Descriptions

No.	Benchmark title (code)	2024 Description
501	<u>Accountant</u>	<p><i>Performs professional accounting, budget and/or financial review functions.</i></p> <p><b>Typical work:</b> Establishes and maintains accounting records. Assists in interpreting accounts and records for management and auditors. May direct lower level employees involved in fiscal matters. The position typically calls for an intermediate level professional accountant with a bachelor's degree with major study in accounting.</p> <p><b>Qualifications:</b> Typically requires two years of experience in general professional accounting.</p>
502	<u>Accounting Assistant 2</u>	<p><i>First para-professional level in the Accounting Assistant series.</i></p> <p><b>Typical work:</b> Responsible for specific accounting records, processes and/or financial validation. Typical work includes reviewing and approving invoices for compatibility to purchase orders, preparing daily revenue summaries from sales reports by terminals, reviewing information for errors, and posting information to ledgers.</p> <p><b>Qualifications:</b> Typically requires two years of experience in a fiscal office performing bookkeeping or fiscal record keeping tasks.</p>
503	<u>Accounting Assistant 3</u>	<p><i>Most senior para-professional level in the Accounting Assistant series.</i></p> <p><b>Typical work:</b> Performs and guides other Accounting Assistants in the processing, review, tabulation, verification, document preparation, reports, ledger, vouchers and payment certification. Performs as a functional specialist for an assigned financial activity such as, accounts payable and/or accounts receivable.</p> <p><b>Qualifications:</b> Typically requires four years of experience in a fiscal office with progressively responsible assignments in accounts payable, accounts receivable, reconciliation, banking services, or comparable functions.</p>
504	<u>Bid Administrator</u>	<p><i>Plans, organizes and performs complex work related to the administration of departmental crewing/staffing bids for vessel and terminal crew shift assignments, vacation assignments and fleet employee documentation in compliance with applicable regulations, vessel fleet requirements, and in conformance with labor union agreements.</i></p> <p><b>Typical work:</b> Determines crewing bid schedules and timelines. Processes crew/staff bids and communicates shift award or shift assignment information based on qualifications and seniority to affected employees and managers. Researches and verifies required documentation on all crew employees assigned to vessels.</p> <p><b>Qualifications:</b> Typically requires five years of experience as a Washington State Ferries (WSF) Crew Dispatcher.</p>
505	<u>Buyer 2</u>	<p><i>Performs procurement duties under guidance.</i></p> <p><b>Typical work:</b> Assigned a specific group of commodities and services moderately complex in nature and related to service contracts in the assigned commodity area. Maintains a delegated purchase authority up to a specified dollar amount.</p> <p><b>Qualifications:</b> Typically requires two years of college level study and one year of related work experience.</p>
506	<u>Buyer 3</u>	<p><i>As senior buyer, performs specialized and more complex purchasing assignments requiring independent judgment.</i></p> <p><b>Typical work:</b> Has delegated authority to take independent action to purchase goods and services to a specified dollar amount. Monitors contract compliance and performance. May assist lower level Buyers and Purchasing Assistants. Maintains supplier relations through frequent business contacts. Reviews emergency requirements and adjusts work priorities accordingly. Recommends changes in purchasing policies and procedures.</p> <p><b>Qualifications:</b> Typically requires a bachelor's degree involving major study in business administration or related business education or two years work experience as a Buyer 2 and demonstrated proficiency in complex purchasing assignments.</p>
507	<u>Consultant Coordinator</u>	<p><i>Performs the first level of professional consultation administration work in the preparation, negotiation, and administration of all consultant agreements, supplements, and task orders.</i></p> <p><b>Typical work:</b> Reviews, coordinates, organizes, updates and files all relevant agreement documentation; independently reviews task order packets; coordinates with program management office and accounting regarding work order issues. Sends and receives invoices from managers and prepares invoices for final approval by the Consultant Liaison Engineer. Coordinates with accounting staff to ensure prompt payments. Prepares routine correspondence for approvals, performance evaluations, etc. Maintains and updates spreadsheets and graphics.</p> <p><b>Qualifications:</b> Typically requires a high school diploma or GED equivalency and two-years experience in coordinating or administering a variety of agreements or projects. Knowledge of state and federal laws and regulations.</p>
508	<u>Contracts Coordinator 1</u>	<p><i>Performs the first level of para-professional contracts administration work for Contracts and Legal Services.</i></p> <p><b>Typical work:</b> Assists assigned department in the preparation and administration of contracts. Provides direct support to the Contracts Coordinator 2 for processing invitation for bids and request for proposal processing, from project advertisement to award and execution. Maintains all document control and department filing systems for contracts developed and administered by the department. Updates and monitors the department's contract inventory system. Monitor payments for bid packages, issue invoices and coordinate accounts payable with the accounting department.</p> <p><b>Qualifications:</b> Typically requires two years experience in a high-volume office setting, and one year experience coordinating and administering a variety of contracts or projects.</p>



**2024 Marine Employees' Compensation Survey - Benchmark Job Descriptions**

No.	Benchmark title (code)	2024 Description
509	<u>Contracts Coordinator</u> 2	<p><i>Develops and administers all necessary pre-contract processes and documents for vessel and terminal public works contracts.</i></p> <p><b>Typical work:</b> Review and monitor all insurance, bonds, sensitive security information and contractor payments for such contracts. Assist with the development and administration of other contracts, including concession, interagency, property leases, etc.</p> <p><b>Qualifications:</b> Typically requires a bachelor's degree in business administration, public administration or closely allied field, as well as two years' experience in coordinating or administering contracts, contract property management, contract cost or price analysis, or contract compliance administration.</p>
510	<u>Crew Dispatch Coordinator</u>	<p><i>Has primary responsibility for long-term staffing/crewing of all vessels by dispatching appropriate licensed and unlicensed Deck and Engine employees to each vessel in compliance with applicable regulations, fleet vessel requirements, and in conformance with labor union agreements.</i></p> <p><b>Typical work:</b> Approves the use of sick leave, annual leave, transfers, promotions, and emergencies. Maintains radio communication with the fleet. Coordinates changes in crew as required based on qualifications and seniority. Instructs Crew Dispatchers Relief Crew Dispatcher, and coordinates with other Dispatch Coordinators.</p> <p><b>Qualifications:</b> Typically requires high school graduation or equivalency and two years of experience as a Crew Dispatcher.</p>
511	<u>Crew Dispatcher</u>	<p><i>Assigned to assist Crew Dispatch Coordinators in daily deck and engine room crewing/staffing and performing other fleet support tasks.</i></p> <p><b>Typical work:</b> Dispatch licensed and unlicensed deck personnel, licensed and unlicensed engine room personnel, and terminal personnel based on qualifications and seniority in compliance with applicable regulations, vessel fleet requirements, and in conformance with labor union agreements. Approves the use of sick leave, annual leave, transfers, promotions and emergencies. Maintain radio communication between vessel operations and fleet personnel.</p> <p><b>Qualifications:</b> Typically requires one year of office experience working in the transportation field or marine industry.</p>
512	<u>Inventory Agent</u>	<p><i>This is an advanced-level position that oversees the maintenance and operation of parts and consumable inventory system.</i></p> <p><b>Typical work:</b> Monitors the accuracy of the stock/inventory database and timely acquisition of parts and equipment for inventory and vessel maintenance activity. Assists in development of policy, budgets and procedure.</p> <p><b>Qualifications:</b> Typically requires two years of college level work in business administration and six years of experience in inventory system operations. Vessel construction, maintenance or engineering experience may substitute for required experience.</p>
513	<u>Mail Clerk</u>	<p><i>Provides internal and external office mail service including performing daily deliveries as well as U.S. and express service.</i></p> <p><b>Typical work:</b> Performs entry-level clerical duties.</p> <p><b>Qualifications:</b> Typically requires one year of clerical experience.</p>
514	<u>Human Resources Consultant</u>	<p><i>Provides para-professional Human Resource services to managers, supervisors and employees.</i></p> <p><b>Typical work:</b> Evaluates, investigates, and solves problems involving human resources. Researches and explains pertinent policies, procedures and guidelines. Enters, maintains and updates employee personnel and benefits records. Works under general guidance of a senior HR consultant or HR Manager.</p> <p><b>Qualifications:</b> Typically requires eighteen months of experience in an HR function.</p>
515	<u>Receptionist</u>	<p>Responsible for answering and routing calls; greeting and providing information and assistance to visitors; tracking and validating parking.</p> <p><b>Typical work:</b> Performs routine clerical tasks including maintaining logs and receiving cash, checks and packages. Responsible for issuing Letters of Time for fleet personnel. Responsible for screening visitors and verifying appointments for secure floor access.</p> <p><b>Qualifications:</b> Typically requires one year of experience in a clerical or receptionist position with heavy public contact.</p>

## 2024 Marine Employees' Compensation Survey - Benchmark Job Descriptions

No.	Benchmark title (code)	2024 Description
516	<u>Secretary</u>	<p><i>Relieves professional or administrative supervisors of clerical-level communication activities and initiates clerical support functions to facilitate current work of the department(s) involved.</i></p> <p><b>Typical work:</b> Performs routine secretarial duties such as taking notes, transcribing minutes, keeping supervisors and/or staff member's calendars, preparing basic correspondence. Reads and routes incoming mail. Maintains correspondence files and records. May instruct the activities of subordinate personnel. Receives and screens callers. This is a fully competent working level secretary to the head of an organizational unit in management.</p> <p><b>Qualifications:</b> Typically requires three years of experience as a secretary is considered appropriate background. College and/or business school may be substituted for experience.</p>
517	<u>Program Assistant</u>	<p><i>Provides administrative assistance and office management support in addition to secretarial functions for senior management. (Not a formal manager)</i></p> <p><b>Typical work:</b> Assigns and directs work of department clerical employees. Researches operational procedures and develops recommendations. Assembles and summarizes information and data for use by senior management. Advanced level position with independent judgment. Handles division timekeeping and vacation scheduling. Maintains log of external communications with Washington State Department of Transportation (WSDOT) Headquarters, Office of Financial Management, and legislative staff.</p> <p><b>Qualifications:</b> Typically requires business or secretarial training and five years of increasingly responsible office experience.</p>
518	<u>Custodian (Janitor)</u>	<p><i>Performs a variety of custodial work.</i></p> <p><b>Typical work:</b> Waxing, wet mopping, washing floors; washing venetian blinds and light fixtures; spot washing walls, ceilings, and other work which requires the use of ladders and equipment.</p> <p><b>Qualifications:</b> Requires knowledge of cleaning methods, safety practices, equipment, and supplies used in general housekeeping work. May be required to pass medical examination to determine ability to lift heavy objects.</p>
521	<u>Relief Dispatcher</u>	<p><i>Dispatches appropriate licensed and unlicensed deck or engine room employees to each vessel in compliance with applicable regulations, vessel fleet requirements, and in conformance with labor union agreements.</i></p> <p><b>Typical work:</b> This includes answering telephones, use of marine radios, using seniority lists, and identifying the replacement crew member based on qualifications and seniority. Schedules vessel fueling, and organizes whole crews for sea trials and boat moves.</p> <p><b>Qualifications:</b> Typically requires a high school diploma or GED equivalency and one year office experience working in the transportation field or marine industry.</p>
522	<u>Safety Systems Specialist</u>	<p><i>Supports risk management programs by tracking and maintaining employee and customer injury files and databases.</i></p> <p><b>Typical work:</b> Schedules employee and customer injury interviews, and sets up case files including confidential medical files. Interacts with various departments to provide information, and gathers / checks facts for pending litigation.</p> <p><b>Qualifications:</b> Typically requires three years of experience in a safety, legal, personnel, or confidential office setting or other related office setting.</p>
523	<u>Purchasing Agent</u>	<p>Conducts procurement and contract related work in support of the daily activities of the Purchasing Department.</p> <p><b>Typical Duties:</b> Receive and review requests for materials and services. Conduct bid processes, perform pricing research, and instruct on vendor selection. Prepare purchase orders and determine appropriate methods of procurement to meet timelines. Prepare agreements for contract services in accordance with Washington State Department of Transportation (WSDOT) purchasing rules and regulations. Maintain Washington State Ferries (WSF) Purchasing Contract records. Initiate contract renewals and requests for bid. Interface with Accounting Services or vendor to resolve discrepancies on invoices. Maintain and coordinate system for tracing goods not received on a timely basis.</p> <p><b>Qualifications:</b> Bachelor's degree in such areas as business administration, economics, purchasing, marketing or related and two years experience as a buyer in a large scale procurement environment. Experience may be substituted for the degree requirement.</p>

2024 Marine Employees Compensation Survey - Compensation data as of February 9, 2024

Not all entries are active, some are listed as end equipment. Shaded cells indicate questions that apply to benchmark title.

Instructions: Benchmark description

Benchmark No. (Benchmark code)	Benchmark Title	Match Job Title	Match Level (E, A, F)	Union name or NLR (non-represented)	No. of journey records	No. of suspension records	No. of suspension records	No. of suspension records	No. of suspension records	Field or in salary schedule?	Salary range minimum	Salary range maximum	Longevity recorded in salary range maximum? (Y/N)	No. of years in salary range maximum	Journey class pay - full rate (single rate of pay)	Journey class pay - actual average (all records)	Leadership class pay - actual average (all records)	Apprentice class pay - actual average (all records)	Helper class pay - actual average (all records)	Journey class pay - actual average (all records)	Retention Plus Class (Pilot's License for vessel of any gross tonnage)	Largest vessel	Base pay - Base Pay Multiplier (JAK only)	Base pay - Salary Range Multiplier (JAK only)	Average actual base pay including COLA (JAK only)	New Wages (JAK only)	Current pay rate effective date	Future planned pay rate effective date	Future planned pay rate effective date	Notes	Internal job code (for your reference, optional)				
301	Example - Master/Captain/Pilot	Example - Captain	E	MRP	12					Yes	12.45	17.23	Yes	12	16.00	15.00					Yes	Vessel is	3,525	Tons					01/16	No		Employees work every other week			
402	Example - Shipyard Electrician	Example - Electrician	E	MR	6	1	1	1	1	No					23.24	24.00														01/16	No		2.5% increase approved effective 12/16		
301	Master/Captain/Pilot																																		
302	Chief Mate/Pilot																																		
303	Second Mate																																		
304	Staff Chief Engineer																																		
305	Chief Engineer																																		
306	Assistant Engineer																																		
307	Other																																		
308	Wiper																																		
309	Able Seaman/Boat'n																																		
310	Able Seaman (AB)																																		
311	Ordinary Seaman (OS)																																		
312	Ticket Seller (Auto)																																		
313	Ticket Taker																																		
314	Terminal Attendant/Watchman																																		
315	Information Agent																																		
316	Web Information Agent																																		
317	Shore Gang Worker																																		
318	Terminal Supervisor																																		
319	Port Captain																																		
320	Port Engineer																																		
321	Marine Operations Watchman/Boat'n																																		
322	Fleet Facility Safety Officer																																		
401	Shipyard/Carpenter																																		
402	Shipyard Insulation																																		
403	Shipyard Boilermaker/Welder																																		
404	Shipyard Electrician																																		
405	Shipyard Machinist																																		
406	Shipyard Pipefitter																																		
407	Shipyard Sheet Metal Worker																																		
408	Shipyard Truck Driver																																		
409	Shipyard Warehouse Worker																																		
501	Accountant																																		
502	Accounting Assistant 1																																		
503	Accounting Assistant 2																																		
504	Accounting Assistant 3																																		
505	HR Administrator																																		
506	Buyer 1																																		
507	Buyer 2																																		
508	Buyer 3																																		
509	Consultant Coordinator																																		
510	Contracts Coordinator 1																																		
511	Contracts Coordinator 2																																		
512	Crew Dispatch Coordinator																																		
513	Crew Dispatcher																																		
514	Inventory Agent																																		
515	Meal Clerk																																		
516	Human Resources Consultant																																		
517	Receptionist																																		
518	Secretary																																		
519	Program Assistant																																		
520	Custodian Janitor																																		
521	Hotel Dispatcher																																		
522	Safety Systems Specialist																																		
523	Purchasing Agent																																		





**2024 Marine Employees Compensation Survey - Paid Time Off**

[Instructions](#)

*Note: this row populates from tab 2. Participant Information*

	Employee group 1	Employee group 2	Employee group 3	Employee group 4	Employee group 5	Employee group 6	Employee group 7	Employee group 8	Employee group 9	Employee group 10	Employee group 11	Employee group 12
How allocated?	0	0	0	0	0	0	0	0	0	0	0	0
Number of paid days												
<b>Other Paid Leave Type 1</b>												
Other leave type 1 - name												
Other leave type 1 - how allocated?												
Other leave type 1 - number of days												
Other leave type 1 comments												
<b>Other Paid Leave Type 2</b>												
Other leave type 2 - name												
Other leave type 2 - how allocated?												
Other leave type 2 - number of days												
Other leave type 2 comments												

**2024 Marine Employees Compensation Survey - Other Benefits**

Do not enter n/a or zeros, leave cell blank if not applicable. Add additional employee group columns if needed.

[Instructions](#)

*Note: this row populates from tab 2. Participant Information*

**Apprenticeship Programs**

	Employee group 1	Employee group 2	Employee group 3	Employee group 4	Employee group 5	Employee group 6	Employee group 7	Employee group 8	Employee group 9	Employee group 10	Employee group 11	Employee group 12
Do you make contributions to apprenticeship or similar training programs?	0	0	0	0	0	0	0	0	0	0	0	0
Amount of contribution												
Do you provide reimbursement for job-related apprenticeship programs?												
Maximum annual apprenticeship reimbursement												
Do you pay wages for time spent in the apprenticeship program?												
% of base salary paid for apprenticeship hours												
What positions are eligible apprenticeship programs?												
Apprenticeship program comments												

**Training / Education**

Do you provide reimbursement for pre-approved job or trade-related training?												
Rate of reimbursement (%)												
Is there a minimum term of employment before employees are eligible to receive training funds?												
Number of employment months required for eligibility												
Do you pay wages for time spent in the training program?												
% of base salary paid for training hours												
Do you require a minimum term of employment post-training to avoid repayment of training funds?												
If yes, number of post-training employment months required to avoid repayment												
Training / Education comments												

**Required Licenses and Certifications**

Do you pay for required Transportation Worker Identification Card (TWIC) and/or renewal?												
Maximum annual amount for TWIC												
Do you pay for required Marine Merchant Credentials and/or renewal?												
Maximum annual amount for MMC												
Other eligible license and/or renewal - type 1 name												
Maximum annual amount for other license - type 1												
Other eligible license and/or renewal - type 2 name												
Maximum annual amount for other license - type 2												
If a medical exam is required for licensure, do you reimburse the examination cost?												
Reimbursement rate (%)												
Required Licensure comments												

**Travel**

Do you compensate employees for employer-directed travel time and expenses?												
% of base salary paid for employer-directed travel time												
Mileage reimbursement rate												
Daily reimbursement rate for meals (breakfast, lunch, dinner) and lodging (standard rate)												
Daily reimbursement rate for meals (breakfast, lunch, dinner) and lodging (Seattle rate)												
If assigned to other than regular duty station, do you compensate travel time and expenses?												
% of base salary paid for employer-directed travel time												
Mileage reimbursement rate												
Daily reimbursement rate for meals (breakfast, lunch, dinner) and lodging (standard rate)												
Daily reimbursement rate for meals (breakfast, lunch, dinner) and lodging (Seattle rate)												
If assigned to fill-in for an absent employee, do you compensate for travel to the fill-in duty station?												
Travel comments												

**Parking**

Do you compensate employees for parking expenses?												
Rate of reimbursement (%)												

**2024 Marine Employees Compensation Survey - Health Care**

We recommend you partner with your Benefit Administrator to complete this tab.

Do not enter n/a or zeros, leave cell blank if not applicable. Add additional employee group columns if needed.

[Instructions](#)

Enter information for organization's most populated retirement plan. Use additional columns if selection options vary based on representation.

*Note: this row populates from tab 2. Participant Information*

Plan name  
 Plan type (HMO, PPO, HDHP)  
 Plan actuarial value (% of health care costs anticipated to be paid by the plan)  
 If actuarial value is unknown, Affordable Care Act<sup>1</sup> metal tier designation<sup>2</sup>  
 Are Vision benefits included?

Employee group 1	Employee group 2	Employee group 3	Employee group 4	Employee group 5	Employee group 6	Employee group 7	Employee group 8	Employee group 9	Employee group 10	Employee group 11	Employee group 12
0	0	0	0	0	0	0	0	0	0	0	0

**Resources**

<sup>1</sup> The Affordable Care Act requires employers offer to employees a health coverage plan with a minimum actuarial value of at least 60% (equivalent of bronze metal tier) or pay the IRS (pay or play mandate). Please identify your plan's actuarial value, or nearest metal tier, as calculated by the federal "Minimum Value Calculator" or certified by your actuary. 45 CFR 156.145 identifies the acceptable methods for determining minimum value.

Centers for Medicare and Medicaid Services:

[CMS Actuarial Value Calculator](#)

[CMS 2024 Actuarial Value Calculator Methodology](#)

[The Patient Protection and Affordable Care Act - Public Law 111-148](#)

<sup>2</sup> Section 1302 4(d) LEVELS OF COVERAGE.—

(1) LEVELS OF COVERAGE DEFINED.—The levels of coverage described in this subsection are as follows:

- (A) BRONZE LEVEL.—A plan in the bronze level shall provide a level of coverage that is designed to provide benefits that are actuarially equivalent to 60 percent of the full actuarial value of the benefits provided under the plan.
- (B) SILVER LEVEL.—A plan in the silver level shall provide a level of coverage that is designed to provide benefits that are actuarially equivalent to 70 percent of the full actuarial value of the benefits provided under the plan.
- (C) GOLD LEVEL.—A plan in the gold level shall provide a level of coverage that is designed to provide benefits that are actuarially equivalent to 80 percent of the full actuarial value of the benefits provided under the plan.
- (D) PLATINUM LEVEL.—A plan in the platinum level shall provide a level of coverage that is designed to provide benefits that are actuarially equivalent to 90 percent of the full actuarial value of the benefits provided under the plan.



**2024 Marine Employees Compensation Survey - Retirement**

We recommend you partner with your Benefit Administrator to complete this tab.

Provide data for only one type of plan for each reported employee group. Leave other data cells blank. Do not enter n/a or zeros.

[Instructions](#)

Enter information for organization's most populated retirement plan. Use additional employee group column(s) if plan options or benefits vary based on representation.

	Employee group 1	Employee group 2	Employee group 3	Employee group 4	Employee group 5	Employee group 6	Employee group 7	Employee group 8	Employee group 9	Employee group 10	Employee group 11	Employee group 12
<i>Note: this row populates from tab 2. Participant Information</i>	0	0	0	0	0	0	0	0	0	0	0	0

**Social Security**

Do your employees contribute to Social Security?

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**Defined Benefit (DB) Plan (Pension)**

Plan name												
Normal or typical retirement age												
Defined Benefit Multiplier (for example, 2.0%) <sup>1</sup>												
Typical annual Cost of Living Adjustment (COLA) increase												
Plan design employer funding rate <sup>2</sup>												
Maximum salary basis for employer match <sup>3</sup>												
Defined Benefit Plan comments												

**Defined Contribution (DC) Plan**

Plan name												
Normal or typical retirement age												
Employer defined contribution (DC) percent or amount												
Additional employer defined contribution (DC) percent or amount, if applicable												
Typical annual COLA (cost of living adjustment) increase												
Plan design employer funding rate <sup>2</sup>												
Maximum salary basis for employer match <sup>3</sup>												
Defined Contribution Plan comments												

**Hybrid - Defined Benefit/Defined Contribution (DB/DC) Plan**

Plan name												
Normal or typical retirement age												
Defined Benefit Multiplier (for example, 2.0%) <sup>1</sup>												
Employer defined contribution (DC) percent or amount												
Additional employer defined contribution (DC) percent or amount, if applicable												
Typical annual Cost of Living Adjustment (COLA) increase												
Plan design employer funding rate <sup>2</sup>												
Maximum salary basis for employer match <sup>3</sup>												
Hybrid - Defined Benefit/Defined Contribution Plan comments												

<sup>1</sup> Defined Benefit Multiplier: This multiplier is typically used in a formula to determine a monthly benefit. For example: benefit multiplier X service credit years X average final compensation = monthly benefit amount.

<sup>2</sup> Plan design funding ratio for employer and employee should total 100%, for example: employer: 50%, employee: 50%. This is not the employer's current contribution rate and should not include any unfunded liability.

<sup>3</sup> Maximum salary basis is the maximum % or annual amount of salary that employer matches or limits contribution.