



# 2022 Washington State Employees Compensation Survey Report

April 2022

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# Section 1—Executive Summary

## Executive Summary

This report shows how our compensation for full-time employment in general government and higher education in our classified structures compares to our competitors. When we say “competitor,” we mean in-state public employers, in-state private employers and state governments. **Overall, we found the state’s compensation lags behind the market.** This remains true even when we factored in the state retirement benefits and health care.

Our state government must attract a diverse, inclusive, and talented workforce to best serve Washington. This means our workplace needs to focus on competitive employee flexibility, mobility, engagement and compensation.

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 for how to better:

- Contain government operations costs
- Compensate state employees fairly
- Compete for specialized employees in the job market

## What’s new in this 2022 report

- ***New IT Professional Structure Benchmarks:*** We consolidated the ITPS Survey has been into the Washington State Employees Compensation Survey. The journey-level of each job family has been benchmarked for comparison to survey data.

# Key Findings

## What we found

- State salary ranges are more competitive at the bottom of the pay range.
- Overall, the market midpoint compensation increased by 3.8% from 2020 to 2022. We can use this number to measure how well state compensation is keeping pace with the market. The Legislature gave state employees a 3% raise effective July 20, 2020.
- Even though the state improved the midpoint compensation mark by 11.8% in 2020, it is now **behind by -19.1%**. The largest market segment shift in 2022 is an increase of 14.2% for education or library services. The smallest shift is a 0.8% decrease for arts, entertainment or recreation.
- When we factor in **total compensation** (this means we included a salary midpoint, health care and retirement benefits), the state lags the market by -16.3% across all market segments.
- We had 76% of the survey participants respond. The survey participants included 26 employers from the in-state public sector and 12 employers from state government. We used 10 published data sources to represent in-state private employers.
- We couldn't report data on 18 benchmark jobs because the participants didn't offer us enough data.

## How we gathered the data

For this survey, we used 197 benchmark jobs to compare base pay among our competitors. A benchmark job is the state's version of a comparable job in the market. We also collected information about pay practices (such as pay premiums and paid time off), retirement benefits and health care benefits. The state considers retirement and health care benefits valuable components of a worker's total compensation. **These benefits provide important context to Washington's compensation practices**, especially when we compare the state to other governments or private employers.

For the employee groups represented in this survey, the state and a group of unions negotiate employee health care benefits. Retirement benefits, on the other hand, are not subject to collective bargaining. State rules (we call these civil service [rules](#)) and collective bargaining agreements establish the working conditions for classified (nonexempt) employees. These working conditions include salary, hours of work and pay, employment status, paid leave, effects of unpaid leave and other conditions.

State HR contracted with a third party, [Segal](#), to conduct the 2022 Washington State Employees Compensation Survey. Segal is a compensation, benefits, and human resources consulting firm with over 20 offices in North America.

## Background

The survey's goal was to compare the state's compensation and fringe benefits (these benefits supplement an employee's salary) to other public and private employers within Washington.

We sent a survey to in-state public employers and other state government employers. Then, we used published survey data to gather information about private employers in the state. The survey includes 197 benchmark jobs, which make up 16 market segments.

The benchmark jobs represent approximately 1,570 general government classifications and approximately 44,131 state employees. We did not include higher education employees in this headcount.

A state law requires the Office of Financial Management to conduct a salary and benefits survey to gather this data (RCW [41.06.160](#)). Benefits include anything beyond base pay, such as paid leave, employee training and development, telework and long-term disability insurance.

We conduct this survey every two years. For more information about the survey, visit the State Salary Survey results on [OFM's website](#).

## Crunching the numbers

### Example 1: How our compensation amounts compare to the market

We found that the state's overall market compensation lags the market by about 16.3% for both base salary and total compensation.

Market segment	No. of benchmark jobs*	Base salary			Total compensation		
		The market average salary midpoint	The state's average salary midpoint	How much the state lags or leads in base salary	The market average total compensation	The state's average total compensation	How much the state lags or leads in total compensation
Administrative and Other Support Services	15	\$63,991	\$48,201	-24.7%	\$82,771	\$65,603	-20.7%
Agriculture or Forest Services/Products	8	\$55,769	\$46,925	-15.9%	\$75,981	\$64,160	-15.6%
Arts, Entertainment or Recreation	3	\$65,060	\$46,152	-29.1%	\$84,448	\$63,286	-25.1%
Construction	11	\$72,720	\$55,068	-24.3%	\$93,022	\$73,368	-21.1%
Educational or Library Services	5	\$60,336	\$52,768	-12.5%	\$78,171	\$70,767	-9.5%
Finance or Insurance	13	\$71,739	\$59,238	-17.4%	\$93,394	\$78,083	-16.4%
Health Care or Social Services	35	\$85,376	\$72,114	-15.5%	\$104,938	\$92,644	-11.7%
Hospitality, Accommodation, Food/Personal Services	3	\$45,952	\$40,460	-12.0%	\$60,518	\$56,849	-6.1%
Information Technology	13	\$92,549	\$82,112	-11.3%	\$115,170	\$103,950	-9.7%
Media or Communications	8	\$71,689	\$55,540	-22.5%	\$90,233	\$73,902	-18.1%
Professional, Scientific or Technical Services	32	\$76,843	\$59,478	-22.6%	\$97,663	\$78,355	-19.8%
Public Administration	15	\$71,351	\$57,944	-18.8%	\$92,955	\$76,620	-17.6%
Real Estate	1	\$88,494	\$61,866	-30.1%	\$109,930	\$81,055	-26.3%
Retail Trade	2	\$47,601	\$45,744	-3.9%	\$63,266	\$62,824	-0.7%
Transportation or Warehousing	9	\$78,705	\$59,798	-24.0%	\$100,384	\$78,717	-21.6%
Utilities	6	\$80,959	\$63,396	-21.7%	\$101,251	\$82,786	-18.2%
<b>Overall Average</b>	<b>179</b>	<b>\$75,112</b>	<b>\$60,771</b>	<b>-19.1%</b>	<b>\$95,371</b>	<b>\$79,817</b>	<b>-16.3%</b>

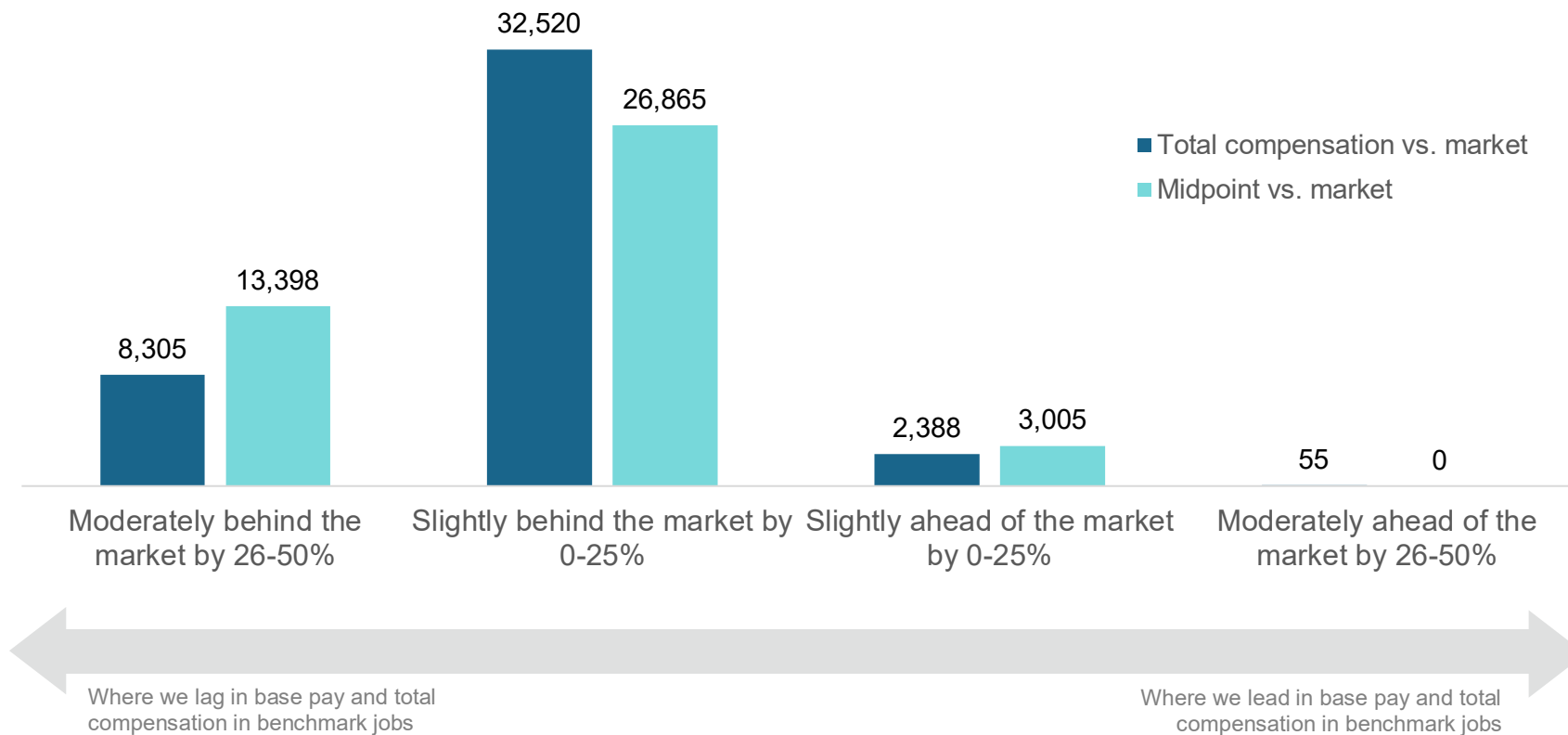
\*Reflects the number of benchmark jobs with at least five job matches in the market

## Example 2: How state employee's base pay and total compensation compares to the market

The following chart shows the number of state employees and how their pay compares to the market. The chart compares total compensation (pay and benefits) versus base pay (salary midpoint).

Here are the most important takeaways from this graphic:

- The state compensates most of our state employees *slightly behind* the market (this means a job could be anywhere from 1-25% behind the market).
- Base pay: The data shows that only 7% of state employees are *slightly ahead* of the estimated market value for base pay.
- Total compensation: Only 6% of state employees are *slightly ahead* of the market for total compensation.

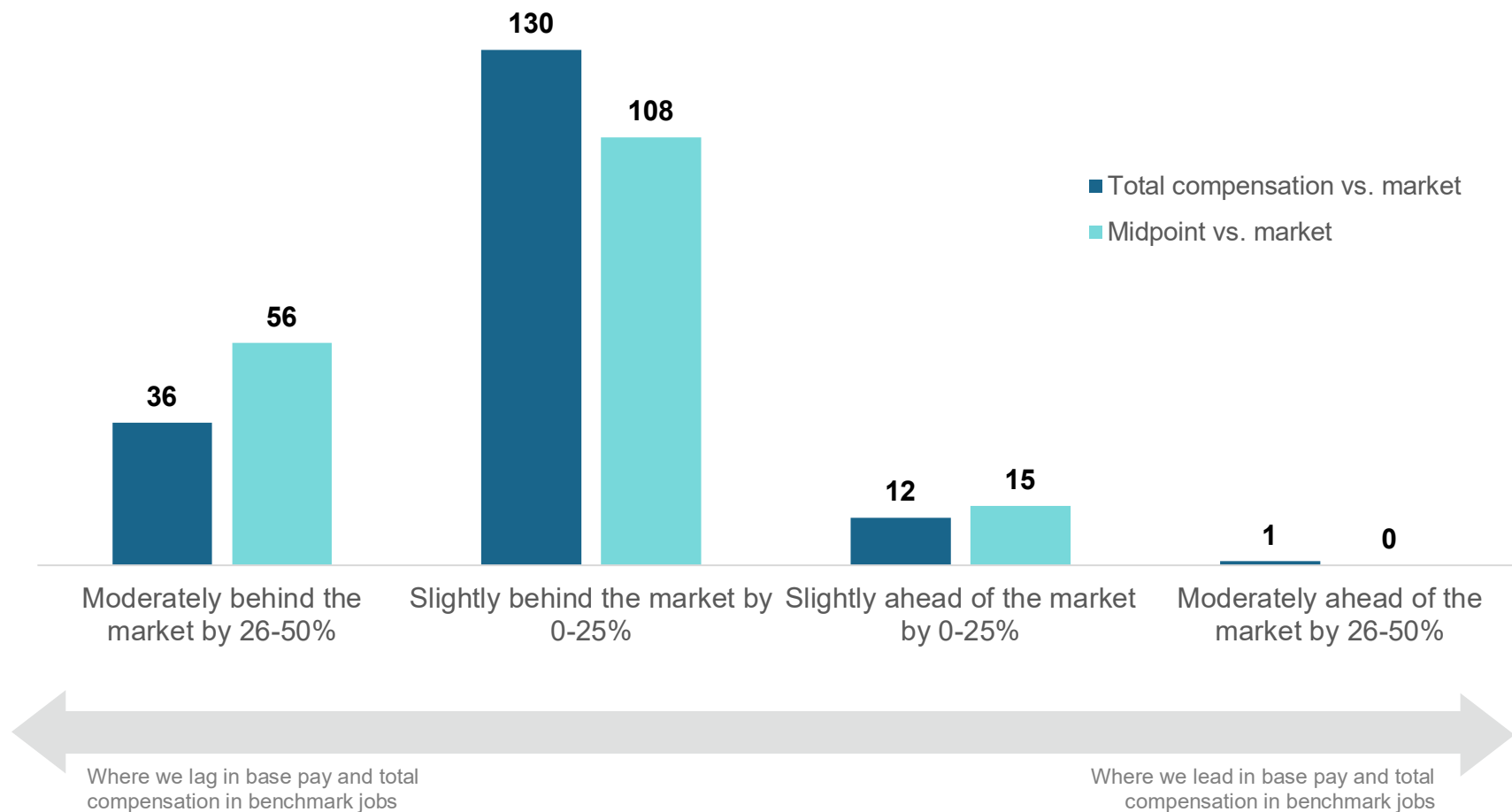


### Example 3: How our benchmark jobs' base pay and total compensation compare to the market

The following chart shows how the state's benchmark jobs compare to the market. The chart compares total compensation (pay and benefits) versus base pay (salary midpoint).

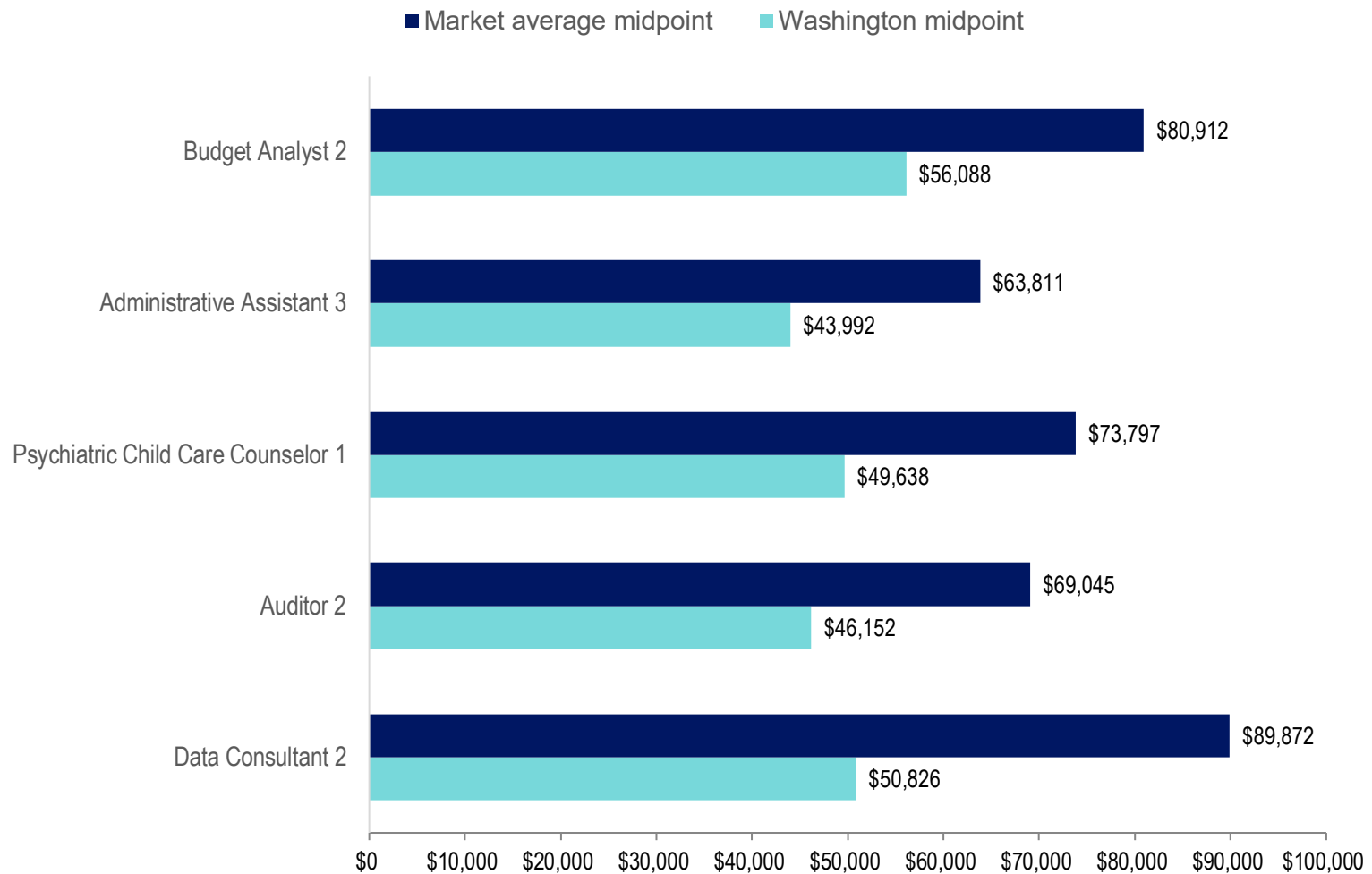
Here are the most important takeaways from this graphic:

- Only 15 benchmark jobs are *slightly ahead* of the market for base pay.
- Only 13 benchmark jobs are *slightly to moderately ahead* of the market for total compensation.

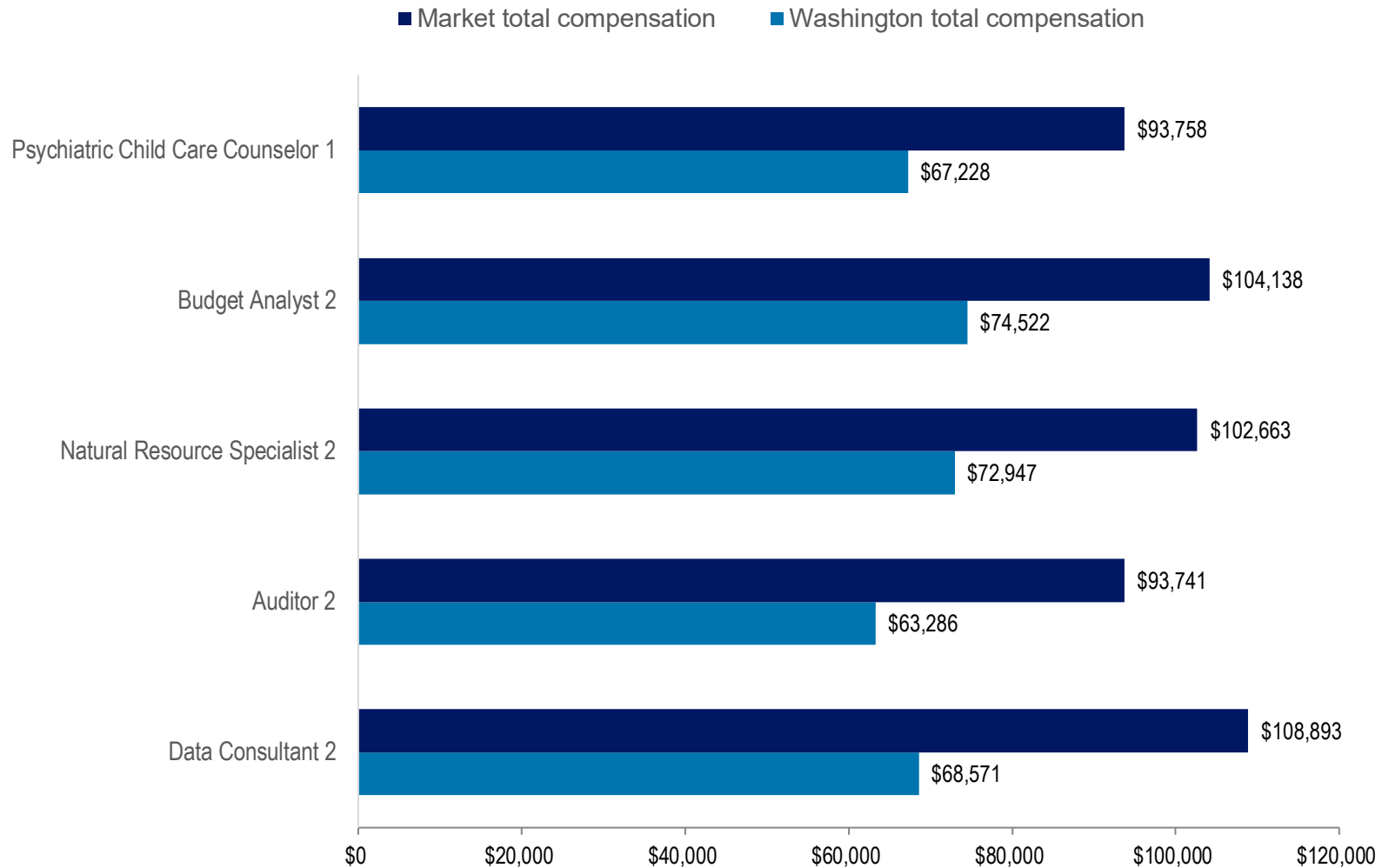




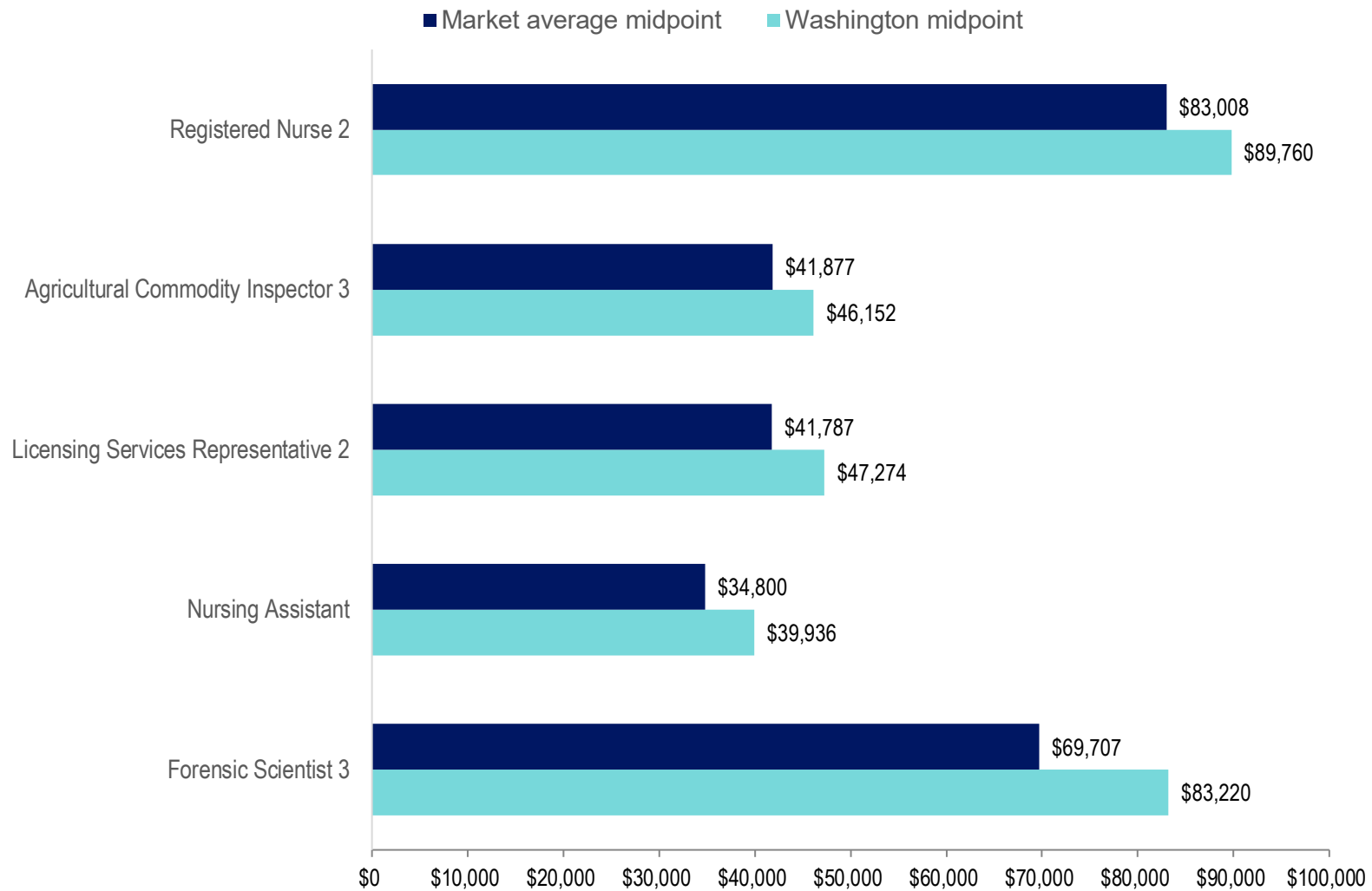
**Benchmark job with 100 or more employees in the benchmark group  
that lag the market the most for base salary**



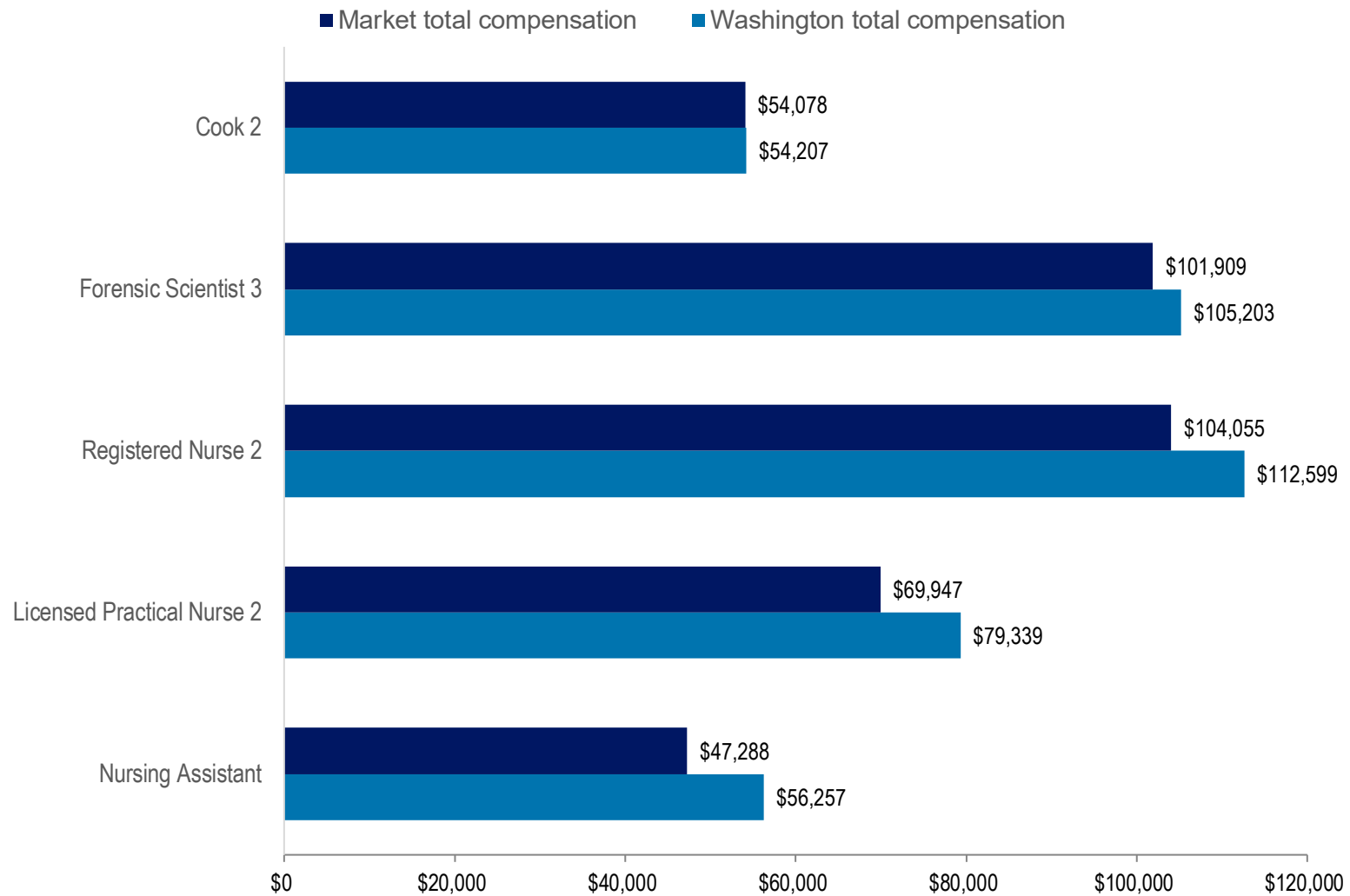
**Benchmark job with 100 or more employees in the benchmark group  
that lag the market the most for total compensation**



**Benchmark job with 100 or more employees in the benchmark group  
that lead the market the most for base salary**



**Benchmark jobs with 100 or more employees in the benchmark group  
that lead the market the most for total compensation**



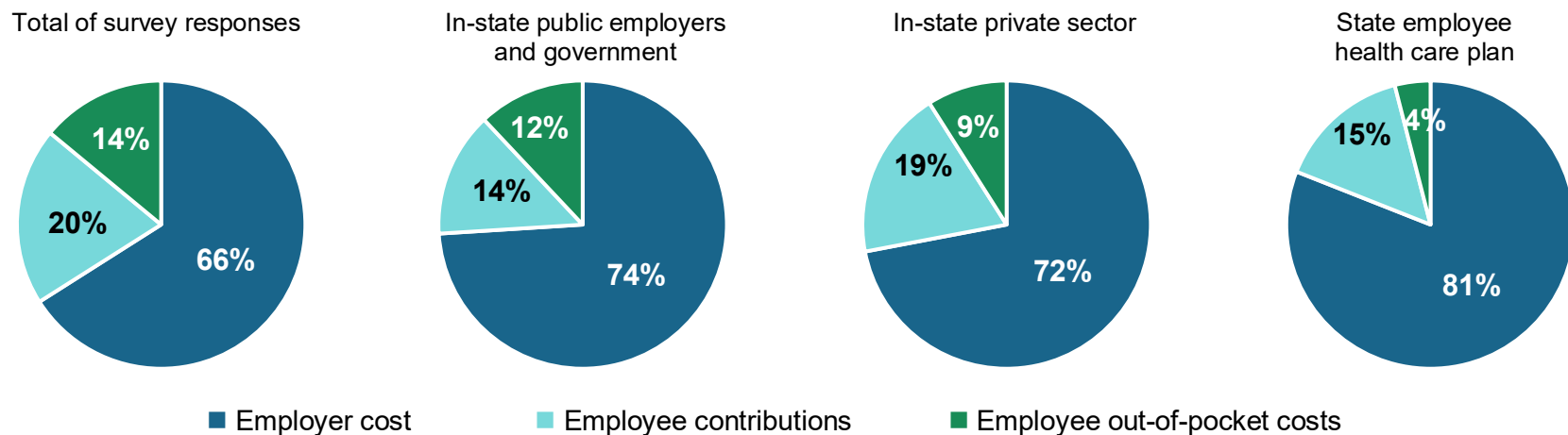
## Example 4: Health Care Value: How our employees' share of total cost (which includes their benefit contributions and out-of-pocket expenses) compares to benchmark jobs

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. The health care value component of our total compensation calculation reflects the employer's share of their total costs for medical coverage.

We used health care cost data from the 2021 Willis Towers Watson High Performance Insights in Health Care 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 2021 WTW Survey, Page 12).

### Here are the most important takeaways from this graphic:

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

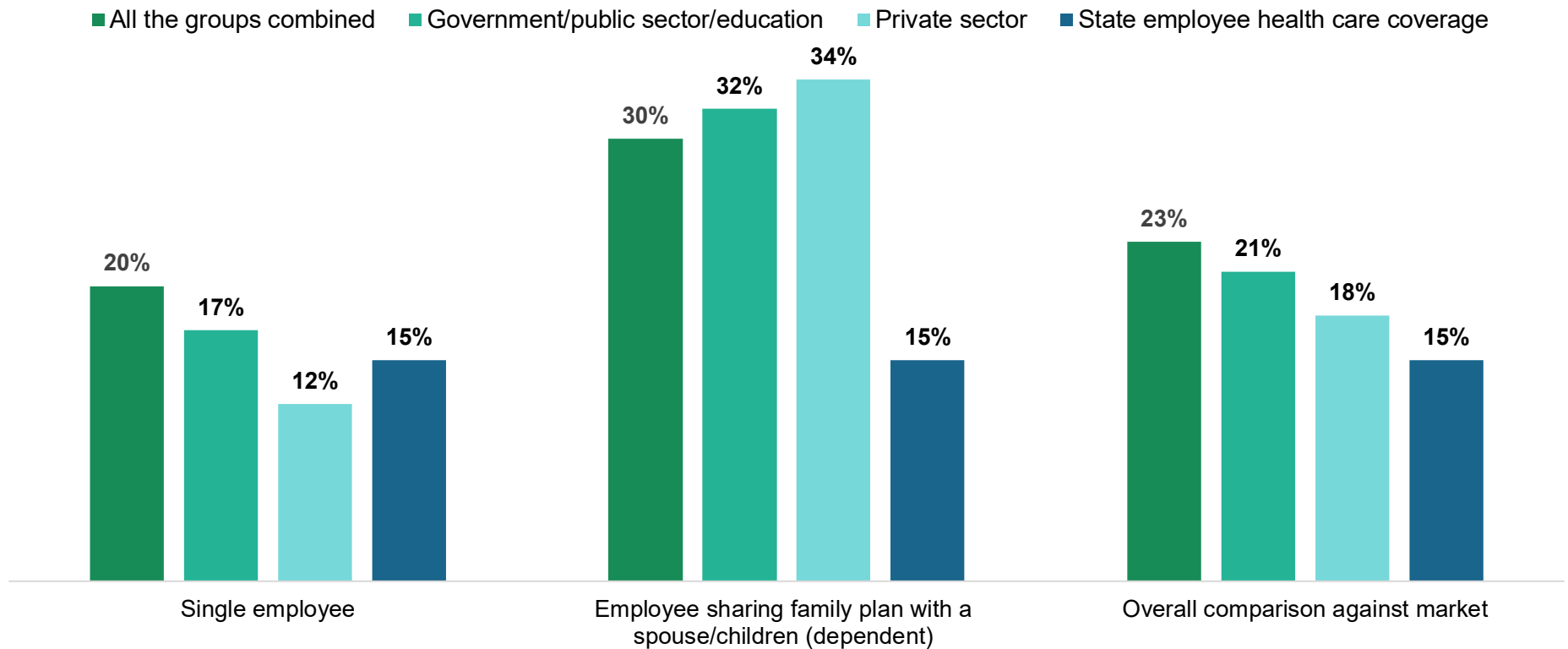


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## Example 5: How well our health care plans perform against the market

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 for even less for their health care when the plan includes family or dependents (spouse, children, family).



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## Example 6: Retirement value

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 median salaries. That's why the state's retirement value varies by benchmark job.

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

Published data indicates that private sector employers offer 'defined contribution plans' more often than other kinds of retirement plans.

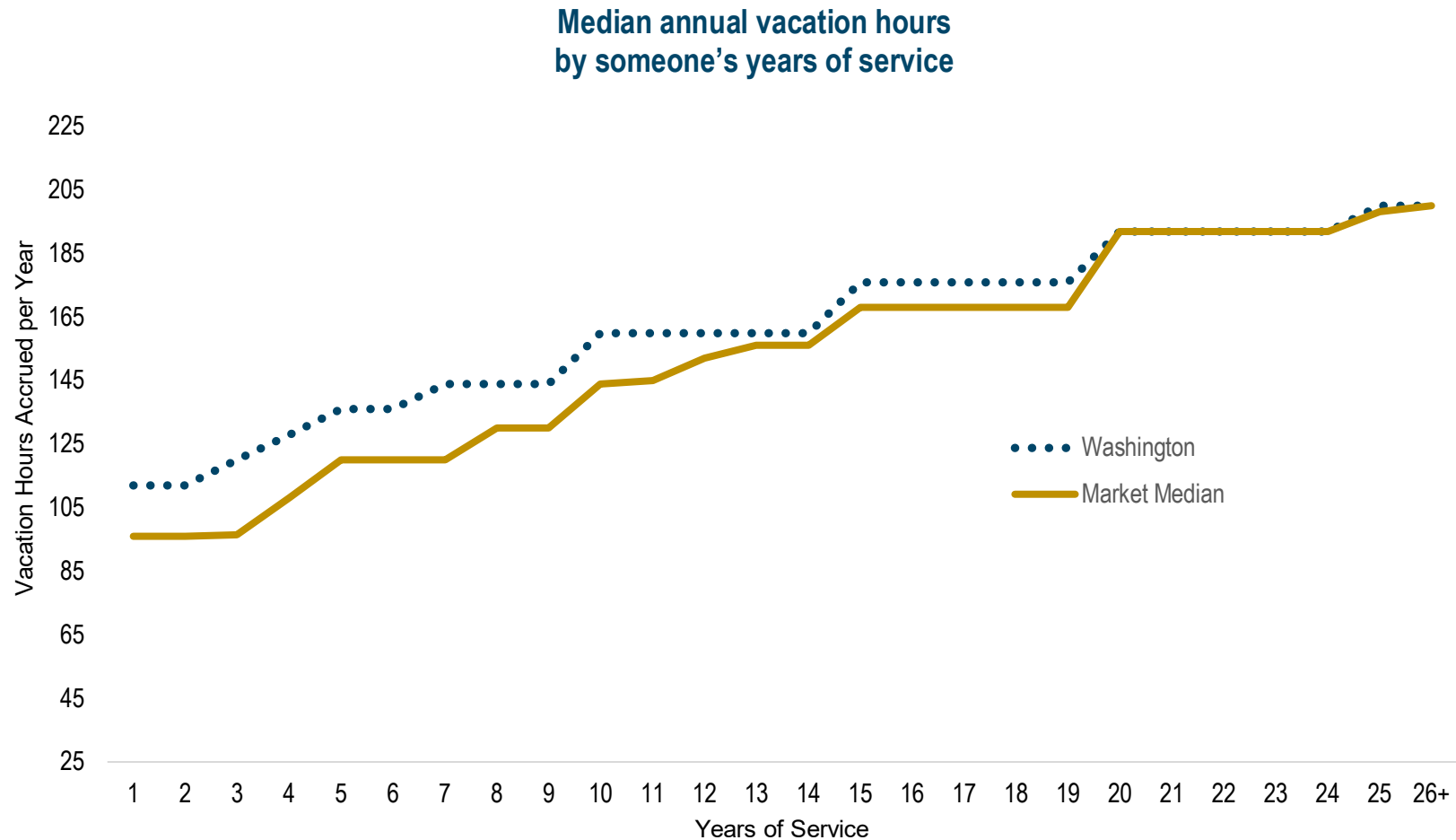
For more information, you can read the [Retirement Benefits](#) portion in **Section 2** of this report.

### Example 7: Number of vacation hours that employees accrue each year

The state's paid leave offerings are comparable to the market. The chart below shows the state's vacation accrual versus the market median.

Here is the most important takeaway from this chart:

- The state provides more hours of vacation leave than the market does for most years of service (up to 20 years).



For more information, you can view the [Paid Leave](#) portion of **Section 2** in this report.



### Example 8: Compressed workweek, flexible schedule and telework

The chart below compares the state's modern work environment and efforts versus the market.

Here's the most important takeaway from this table:

- The state leads in adapting modern work environments such as employee mobility and flexibility.

Percentage of workforce that:	Washington	Market median
Works a compressed workweek schedule	21%	5%
Works a flexible schedule (flextime)	33%	1%
Teleworks at least one day every two weeks	19%	4%

For more information, you can view the [Modern Work Environment](#) portion of **Section 2** in this report.

## Section 2—2022 Study findings

### Pay rates by benchmark job

#### Administrative and other support services

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Secretary Senior	\$52,760	\$39,000	-26.1%	\$71,745	\$55,198	-23.1%
PBX & Telephone Operator	\$49,543	\$38,124	-23.0%	\$62,415	\$54,207	-13.2%
Customer Service Specialist 2	\$49,266	\$40,896	-17.0%	\$66,407	\$57,342	-13.7%
Administrative Assistant 3	\$63,314	\$43,992	-30.5%	\$81,961	\$60,843	-25.8%
Program Specialist 2	\$65,613	\$46,152	-29.7%	\$86,002	\$63,286	-26.4%
Management Analyst 3	\$83,731	\$61,866	-26.1%	\$106,361	\$81,055	-23.8%
Events Coordinator 3	\$67,229	\$42,900	-36.2%	\$81,187	\$59,608	-26.6%
Forms & Records Analyst 2	\$58,964	\$46,152	-21.7%	\$79,638	\$63,286	-20.5%
Mail Carrier-Driver	\$44,692	\$34,818	-22.1%	\$60,892	\$50,469	-17.1%
Procurement & Supply Specialist 3	\$70,895	\$57,462	-18.9%	\$92,255	\$76,075	-17.5%
Human Resource Consultant 2	\$77,345	\$57,462	-25.7%	\$97,543	\$76,075	-22.0%
Industrial Relations Agent 2	\$75,971	\$57,462	-24.4%	\$100,678	\$76,075	-24.4%
Custodian 2	\$43,310	\$36,348	-16.1%	\$59,894	\$52,199	-12.8%
Grant & Contract Coordinator	\$73,724	\$52,050	-29.4%	\$96,160	\$69,955	-27.3%
Technical Training Consultant	\$83,507	\$68,334	-18.2%	\$98,423	\$88,370	-10.2%
<b>Average</b>	<b>\$63,991</b>	<b>\$48,201</b>	<b>-24.7%</b>	<b>\$82,771</b>	<b>\$65,603</b>	<b>-20.7%</b>

## Agriculture or forest services/products

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Forest Cruiser & Craft Technician	\$63,588	\$48,084	-24.4%	\$82,478	\$65,470	-20.6%
Forest Crew Supervisor 1	\$64,322	\$38,124	-40.7%	\$89,482	\$54,207	-39.4%
Forest Nursery Laborer	\$40,794	\$34,818	-14.6%	\$56,285	\$50,469	-10.3%
Horticulturist	\$76,415	\$77,286	1.1%	\$97,001	\$98,493	1.5%
Agricultural Commodity Inspector 3	\$44,012	\$46,152	4.9%	\$65,195	\$63,286	-2.9%
Grounds & Nursery Services Specialist 2	\$46,094	\$36,348	-21.1%	\$64,582	\$52,199	-19.2%
Grain Inspector 1	\$44,187	\$46,152	4.4%	\$63,970	\$63,286	-1.1%
Wildland Fire Operations Technician 2	\$66,743	\$48,438	-27.4%	\$88,853	\$65,871	-25.9%
Farmer 2	Insufficient data			Insufficient data		
<b>Average</b>	<b>\$55,769</b>	<b>\$46,925</b>	<b>-15.9%</b>	<b>\$75,981</b>	<b>\$64,160</b>	<b>-15.6%</b>

“Insufficient data” means that the benchmark job had fewer than five job matches in the market

## Arts, entertainment or recreation

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Graphic Designer	\$65,544	\$46,152	-29.6%	\$84,834	\$63,286	-25.4%
Recreation & Athletics Specialist 2	\$60,816	\$46,152	-24.1%	\$79,952	\$63,286	-20.8%
Sports Equipment Technician	Insufficient data			Insufficient data		
Preservation & Museum Specialist 3	\$68,821	\$46,152	-32.9%	\$88,556	\$63,286	-28.5%
Sewing & Alterations Specialist 2	Insufficient data			Insufficient data		
<b>Average</b>	<b>\$65,060</b>	<b>\$46,152</b>	<b>-29.1%</b>	<b>\$84,448</b>	<b>\$63,286</b>	<b>-25.1%</b>

“Insufficient data” means that the benchmark job had fewer than five job matches in the market

## Construction

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Highway Maintenance Worker 2	\$63,491	\$53,052	-16.4%	\$81,837	\$71,088	-13.1%
Construction Project Coordinator 2	\$101,050	\$69,990	-30.7%	\$126,030	\$90,242	-28.4%
Construction & Maintenance Superintendent 2	\$92,348	\$58,908	-36.2%	\$116,752	\$77,710	-33.4%
Carpenter	\$65,770	\$49,140	-25.3%	\$84,917	\$66,665	-21.5%
Painter	\$61,195	\$49,140	-19.7%	\$80,575	\$66,665	-17.3%
Electrician	\$72,233	\$54,258	-24.9%	\$92,250	\$72,452	-21.5%
Plumber/Pipefitter/Steamfitter	\$69,597	\$54,258	-22.0%	\$88,315	\$72,452	-18.0%
Refrigeration Mechanic	\$70,399	\$54,258	-22.9%	\$90,417	\$72,452	-19.9%
Maintenance Mechanic 2	\$63,424	\$55,560	-12.4%	\$84,806	\$73,924	-12.8%
Welder - Fabricator	\$65,685	\$54,258	-17.4%	\$84,686	\$72,452	-14.4%
Equipment Operator 2	\$74,727	\$52,926	-29.2%	\$92,657	\$70,946	-23.4%
<b>Average</b>	<b>\$72,720</b>	<b>\$55,068</b>	<b>-24.3%</b>	<b>\$93,022</b>	<b>\$73,368</b>	<b>-21.1%</b>

## Education or library services

Base salary midpoint				Total compensation		
Benchmark	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Vocational Education Program Specialist	\$66,657	\$71,784	7.7%	\$86,717	\$92,271	6.4%
Instruction & Classroom Support Technician 1	\$42,503	\$42,900	0.9%	\$59,727	\$59,608	-0.2%
Early Childhood Program Specialist 3	\$46,328	\$46,152	-0.4%	\$59,133	\$63,286	7.0%
Deaf Interpreter 3	\$72,524	\$49,638	-31.6%	\$93,113	\$67,228	-27.8%
Library & Archival Professional 2	\$73,667	\$53,364	-27.6%	\$92,165	\$71,441	-22.5%
<b>Average</b>	<b>\$60,336</b>	<b>\$52,768</b>	<b>-12.5%</b>	<b>\$78,171</b>	<b>\$70,767</b>	<b>-9.5%</b>

## Finance or insurance

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Actuary 2	\$110,523	\$114,732	3.8%	\$136,510	\$140,838	3.2%
Financial Legal Examiner 2	\$87,810	\$73,572	-16.2%	\$111,659	\$94,293	-15.6%
Industrial Insurance Appeals Judge 3	Insufficient data			Insufficient data		
Contracts Specialist 2	\$80,088	\$60,348	-24.6%	\$100,832	\$79,339	-21.3%
Budget Analyst 2	\$81,994	\$56,088	-31.6%	\$104,138	\$74,522	-28.4%
Fiscal Technician 2	\$54,490	\$38,124	-30.0%	\$73,610	\$54,207	-26.4%
Cashier 2	\$40,315	\$36,348	-9.8%	\$56,996	\$52,199	-8.4%
Auditor 2	\$70,428	\$46,152	-34.5%	\$93,741	\$63,286	-32.5%
Audit Specialist - Dot 2	\$78,261	\$53,364	-31.8%	\$99,600	\$71,441	-28.3%
Financial Examiner 3	\$91,843	\$83,220	-9.4%	\$116,628	\$105,203	-9.8%
Public Benefits Specialist 3	\$59,931	\$53,364	-11.0%	\$80,781	\$71,441	-11.6%
Tax Information Specialist 1	\$57,820	\$43,992	-23.9%	\$77,940	\$60,843	-21.9%
Revenue Agent 2	\$57,780	\$56,088	-2.9%	\$77,063	\$74,522	-3.3%
Support Enforcement Officer 2	\$61,317	\$54,696	-10.8%	\$84,629	\$72,947	-13.8%
<b>Average</b>	<b>\$71,739</b>	<b>\$59,238</b>	<b>-17.4%</b>	<b>\$93,394</b>	<b>\$78,083</b>	<b>-16.4%</b>

“Insufficient data” means that the benchmark job had fewer than five job matches in the market

## Health care or social services

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Clinical/Medical Technologist 2	\$67,668	\$58,908	-12.9%	\$86,530	\$77,710	-10.2%
Laboratory Technician 3	\$69,512	\$53,364	-23.2%	\$90,045	\$71,441	-20.7%
Mental Health Practitioner	\$76,109	\$65,064	-14.5%	\$98,422	\$84,672	-14.0%
Psychiatric Child Care Counselor 1	\$76,420	\$49,638	-35.0%	\$93,758	\$67,228	-28.3%
Social Worker 2 - Academic Medical Centers	\$76,207	\$63,432	-16.8%	\$98,171	\$82,826	-15.6%
Residential Rehab Counselor 2	\$56,917	\$49,638	-12.8%	\$73,959	\$67,228	-9.1%
Psychology Associate	\$92,795	\$71,784	-22.6%	\$112,816	\$92,271	-18.2%
Social Service Specialist 2	\$62,694	\$60,348	-3.7%	\$81,116	\$79,339	-2.2%
Vocational Rehabilitation Counselor 3	\$67,774	\$60,348	-11.0%	\$88,741	\$79,339	-10.6%
Attendant Counselor 2	\$44,272	\$41,916	-5.3%	\$63,554	\$58,496	-8.0%
Adult Training Specialist 2	\$63,811	\$42,900	-32.8%	\$79,419	\$59,608	-24.9%
Medical Transcriptionist 2	\$51,128	\$40,896	-20.0%	\$64,138	\$57,342	-10.6%
Health Services Consultant 2	\$69,443	\$57,462	-17.3%	\$88,872	\$76,075	-14.4%
Public Health Advisor 2	\$77,756	\$60,348	-22.4%	\$101,032	\$79,339	-21.5%
Patient Services Coordinator	Insufficient data			Insufficient data		
Registered Nurse 2	\$86,135	\$89,760	4.2%	\$104,055	\$112,599	8.2%
Licensed Practical Nurse 2	\$56,399	\$60,348	7.0%	\$69,947	\$79,339	13.4%

“Insufficient data” means that the benchmark job had fewer than five job matches in the market



## Health care or social services CONTINUED

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Nursing Assistant	\$34,800	\$39,936	14.8%	\$47,288	\$56,257	19.0%
Dentist	\$158,863	\$139,812	-12.0%	\$190,046	\$169,199	-11.0%
Physician 2	\$217,076	\$160,506	-26.1%	\$253,682	\$192,600	-24.1%
Psychiatrist	\$228,896	\$210,612	-8.0%	\$267,898	\$249,261	-7.0%
Advanced Registered Nurse Practitioner	\$123,204	\$120,690	-2.0%	\$139,553	\$147,575	5.7%
Dental Hygienist 2	\$82,689	\$69,990	-15.4%	\$102,287	\$90,242	-11.8%
Pharmacist 3	\$138,308	\$105,678	-23.6%	\$155,484	\$130,599	-16.0%
Pharmacy Technician 2	\$50,406	\$60,348	19.7%	\$63,386	\$79,339	25.2%
Imaging Technologist 2	\$67,600	\$53,364	-21.1%	\$81,400	\$71,441	-12.2%
Diagnostic Medical Sonographer	Insufficient data			Insufficient data		
Radiation Therapy Dosimetrist	Insufficient data			Insufficient data		
Toxicologist 2	\$103,687	\$81,198	-21.7%	\$128,765	\$102,917	-20.1%
Epidemiologist 1	\$87,575	\$73,572	-16.0%	\$108,178	\$94,293	-12.8%
Occupational Therapist 3	\$82,767	\$61,866	-25.3%	\$103,882	\$81,055	-22.0%
Physical Therapist 2	\$85,364	\$65,064	-23.8%	\$107,172	\$84,672	-21.0%
Physical Therapy Assistant 2	\$64,168	\$54,696	-14.8%	\$77,831	\$72,947	-6.3%
Speech Pathologist/Audiologist 1	\$80,316	\$75,408	-6.1%	\$101,243	\$96,369	-4.8%

“Insufficient data” means that the benchmark job had fewer than five job matches in the market

## Health care or social services CONTINUED

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Respiratory Care Specialist		Insufficient data			Insufficient data	
Orthopedic Technician 1		Insufficient data			Insufficient data	
Dietitian 1	\$67,988	\$53,364	-21.5%	\$81,897	\$71,441	-12.8%
Hospital Central Services Technician 1		Insufficient data			Insufficient data	
Histotechnologist		Insufficient data			Insufficient data	
Clinical Cytogenetic Technologist	\$70,826	\$57,462	-18.9%	\$85,098	\$76,075	-10.6%
Optician, Licensed - Dispensing	\$81,739	\$50,826	-37.8%	\$94,967	\$68,571	-27.8%
Anesthesiology Technician 2		Insufficient data			Insufficient data	
Electrocardiograph Technician 2		Insufficient data			Insufficient data	
Research Technologist 2		Insufficient data			Insufficient data	
Psychiatric Social Worker 2		Insufficient data			Insufficient data	
Developmental Disability Case/Resource Manager	\$66,841	\$63,432	-5.1%	\$88,205	\$82,826	-6.1%
Worksource Specialist 4		Insufficient data			Insufficient data	
<b>Average</b>	<b>\$85,376</b>	<b>\$72,114</b>	<b>-15.5%</b>	<b>\$104,938</b>	<b>\$92,644</b>	<b>-11.7%</b>

“Insufficient data” means that the benchmark job had fewer than five job matches in the market

## Hospitality, accommodation, food services or personal services

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Cook 2	\$41,116	\$38,124	-7.3%	\$54,078	\$54,207	0.2%
Food Service Manager 2	\$62,735	\$48,438	-22.8%	\$81,014	\$65,871	-18.7%
Laundry Worker 1	\$34,005	\$34,818	2.4%	\$46,461	\$50,469	8.6%
<b>Average</b>	<b>\$45,952</b>	<b>\$40,460</b>	<b>-12.0%</b>	<b>\$60,518</b>	<b>\$56,849</b>	<b>-6.1%</b>

## Information technology

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
IT App Development - Journey	\$94,353	\$86,580	-8.2%	\$115,600	\$109,003	-5.7%
IT Architecture - Journey	\$106,286	\$80,538	-24.2%	\$130,514	\$102,170	-21.7%
IT Business Analyst - Journey	\$89,379	\$86,580	-3.1%	\$112,170	\$109,003	-2.8%
IT Customer Support - Journey	\$78,993	\$74,952	-5.1%	\$100,754	\$95,853	-4.9%
IT Data Management - Journey	\$95,360	\$90,918	-4.7%	\$115,422	\$113,908	-1.3%
IT Network & Telecoms – Journey	\$87,807	\$86,580	-1.4%	\$109,319	\$109,003	-0.3%
IT Policy & Planning - Journey	\$106,048	\$74,952	-29.3%	\$133,506	\$95,853	-28.2%
IT Project Management - Journey	\$108,789	\$90,918	-16.4%	\$134,328	\$113,908	-15.2%
IT Quality Assurance - Journey	\$88,547	\$86,580	-2.2%	\$109,794	\$109,003	-0.7%
IT Security - Journey	\$95,698	\$86,580	-9.5%	\$118,907	\$109,003	-8.3%
IT System Administration – Journey	\$92,857	\$90,918	-2.1%	\$114,871	\$113,908	-0.8%
IT Vendor Management – Journey	\$93,620	\$80,538	-14.0%	\$117,367	\$102,170	-12.9%
IT Support Technician 2	\$65,398	\$50,826	-22.3%	\$84,656	\$68,571	-19.0%
<b>Average</b>	<b>\$92,549</b>	<b>\$82,112</b>	<b>-11.3%</b>	<b>\$115,170</b>	<b>\$103,950</b>	<b>-9.7%</b>

## Media or communications

Benchmark	Base Salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Communications Consultant 3	\$78,475	\$57,462	-26.8%	\$99,784	\$76,075	-23.8%
Electronic Media Producer Lead	\$72,488	\$57,462	-20.7%	\$90,384	\$76,075	-15.8%
Photographer 2	\$60,057	\$53,364	-11.1%	\$78,812	\$71,441	-9.4%
Digital Printing Specialist	\$52,996	\$40,560	-23.5%	\$66,232	\$56,962	-14.0%
Community Outreach & Environmental Educational Specialist 2	\$66,794	\$50,826	-23.9%	\$87,036	\$68,571	-21.2%
Law Enforcement Equipment Technician 2	\$69,904	\$50,514	-27.7%	\$89,724	\$68,218	-24.0%
Communications Officer 1	\$67,870	\$56,844	-16.2%	\$89,020	\$75,376	-15.3%
Communications Systems Designer	\$104,930	\$77,286	-26.3%	\$120,872	\$98,493	-18.5%
<b>Average</b>	<b>\$71,689</b>	<b>\$55,540</b>	<b>-22.5%</b>	<b>\$90,233</b>	<b>\$73,902</b>	<b>-18.1%</b>

## Professional, scientific, or technical services

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Natural Resource Scientist 2	\$84,205	\$58,908	-30.0%	\$106,893	\$77,710	-27.3%
Data Consultant 2	\$90,574	\$50,826	-43.9%	\$108,893	\$68,571	-37.0%
Forensic Scientist 3	\$76,326	\$83,220	9.0%	\$101,909	\$105,203	3.2%
Property & Evidence Custodian	\$62,254	\$43,992	-29.3%	\$82,650	\$60,843	-26.4%
Hydrogeologist 3	\$85,627	\$75,408	-11.9%	\$107,503	\$96,369	-10.4%
Microbiologist 2	\$73,750	\$61,866	-16.1%	\$94,830	\$81,055	-14.5%
Chemist 2	\$73,531	\$61,866	-15.9%	\$93,445	\$81,055	-13.3%
Natural Resources Technician 2	\$57,960	\$38,124	-34.2%	\$76,302	\$54,207	-29.0%
Scientific Technician 2	\$53,391	\$39,936	-25.2%	\$71,572	\$56,257	-21.4%
Natural Resource Specialist 2	\$80,030	\$54,696	-31.7%	\$102,663	\$72,947	-28.9%
Fish & Wildlife Biologist 2	\$74,873	\$56,088	-25.1%	\$95,721	\$74,522	-22.1%
Veterinary Specialist 2	\$60,919	\$42,900	-29.6%	\$78,507	\$59,608	-24.1%
Land Surveyor 3	\$79,468	\$73,572	-7.4%	\$99,065	\$94,293	-4.8%
Facilities Engineer 2	\$93,839	\$65,064	-30.7%	\$115,393	\$84,672	-26.6%
Civil Engineer 3	\$109,222	\$77,286	-29.2%	\$133,542	\$98,493	-26.2%
Electrical Engineer 3	\$113,501	\$81,198	-28.5%	\$130,091	\$102,917	-20.9%
Engineering Technician 2	\$67,376	\$54,696	-18.8%	\$87,667	\$72,947	-16.8%

## Professional, scientific, or technical services CONTINUED

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Architect 1	\$85,103	\$77,286	-9.2%	\$109,321	\$98,493	-9.9%
Drafting Technician 2	\$68,642	\$45,012	-34.4%	\$88,394	\$61,997	-29.9%
Cartographer 3	\$78,664	\$61,866	-21.4%	\$98,570	\$81,055	-17.8%
Labor Relations Adjudicator/ Mediator 2	\$101,262	\$98,940	-2.3%	\$128,239	\$122,980	-4.1%
Hearings Examiner 2	\$95,724	\$75,408	-21.2%	\$121,404	\$96,369	-20.6%
Legal Assistant 2	\$62,734	\$43,992	-29.9%	\$80,926	\$60,843	-24.8%
Paralegal 2	\$73,688	\$61,866	-16.0%	\$93,929	\$81,055	-13.7%
Electronics Technician 2	\$75,289	\$52,926	-29.7%	\$95,739	\$70,946	-25.9%
Locksmith	\$58,355	\$49,140	-15.8%	\$75,310	\$66,665	-11.5%
Instrument Maker 2	\$64,052	\$59,928	-6.4%	\$84,067	\$78,864	-6.2%
Automotive Mechanic	\$63,290	\$49,140	-22.4%	\$82,733	\$66,665	-19.4%
Equipment Technician 3	\$70,763	\$57,000	-19.4%	\$91,179	\$75,553	-17.1%
Transportation Specialist 2	\$79,084	\$46,152	-41.6%	\$103,445	\$63,286	-38.8%
Industrial Hygienist 2	\$85,503	\$65,064	-23.9%	\$106,570	\$84,672	-20.5%
Environmental Control Tech 2	\$59,989	\$39,936	-33.4%	\$78,736	\$56,257	-28.6%
Radiation Health Physicist 3	Insufficient data			Insufficient data		
Fish Hatchery Specialist 2	Insufficient data			Insufficient data		
<b>Average</b>	<b>\$76,843</b>	<b>\$59,478</b>	<b>-22.6%</b>	<b>\$97,663</b>	<b>\$78,355</b>	<b>-19.8%</b>

“Insufficient data” means that the benchmark job had fewer than five job matches in the market

## Public administration

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Investigator 2	\$71,473	\$54,696	-23.5%	\$92,321	\$72,947	-21.0%
Weights & Measures Compliance Specialist 2	\$59,593	\$47,274	-20.7%	\$81,561	\$64,554	-20.9%
Consumer Program Specialist 2 – UTC	\$76,164	\$53,364	-29.9%	\$99,437	\$71,441	-28.2%
Regulatory Analyst 2	\$93,040	\$71,784	-22.8%	\$118,333	\$92,271	-22.0%
Licensing Services Representative 2	\$47,021	\$47,274	0.5%	\$66,791	\$64,554	-3.3%
Commerce Specialist 2	\$79,806	\$58,908	-26.2%	\$102,733	\$77,710	-24.4%
Security Guard 2	\$48,356	\$47,274	-2.2%	\$65,567	\$64,554	-1.5%
Campus Police Officer	\$68,186	\$57,462	-15.7%	\$89,457	\$76,075	-15.0%
Elevator Inspector 2	\$85,347	\$77,286	-9.4%	\$107,625	\$98,493	-8.5%
Deputy State Fire Marshal	\$108,613	\$69,990	-35.6%	\$133,236	\$90,242	-32.3%
Emergency Management Program Specialist 2	\$73,062	\$58,908	-19.4%	\$95,267	\$77,710	-18.4%
Retirement Specialist 2	\$58,971	\$52,050	-11.7%	\$77,912	\$69,955	-10.2%
Employment Security Program Coordinator 2	\$55,774	\$56,088	0.6%	\$77,956	\$74,522	-4.4%
Workers' Compensation Adjudicator 2	\$66,594	\$53,364	-19.9%	\$86,804	\$71,441	-17.7%
Safety & Health Specialist 2	\$78,265	\$63,432	-19.0%	\$99,331	\$82,826	-16.6%
<b>Average</b>	<b>\$71,351</b>	<b>\$57,944</b>	<b>-18.8%</b>	<b>\$92,955</b>	<b>\$76,620</b>	<b>-17.6%</b>



## Real estate

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Property & Acquisition Specialist 3	\$88,494	\$61,866	-19.4%	\$109,930	\$81,055	-16.6%

## Retail trade

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Retail Clerk 2	\$34,995	\$38,124	8.9%	\$47,462	\$54,207	14.2%
Lottery District Sales Representative	\$60,207	\$53,364	-11.4%	\$79,070	\$71,441	-9.6%
<b>Average</b>	<b>\$47,601</b>	<b>\$45,744</b>	<b>-3.9%</b>	<b>\$63,266</b>	<b>\$62,824</b>	<b>-0.7%</b>

## Transportation or warehousing

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Warehouse Operator 2	\$53,096	\$40,560	-23.6%	\$71,857	\$56,962	-20.7%
Mechanical Engineer Senior	\$113,773	\$77,286	-32.1%	\$138,719	\$98,493	-29.0%
Transportation Planning Specialist 3	\$87,338	\$73,572	-15.8%	\$110,883	\$94,293	-15.0%
Truck Driver 2	\$60,176	\$47,922	-20.4%	\$79,698	\$65,287	-18.1%
Aircraft Mechanic	\$78,699	\$59,928	-23.9%	\$99,717	\$78,864	-20.9%
Commercial Vehicle Enforcement Officer 1	\$61,336	\$58,218	-5.1%	\$82,966	\$76,930	-7.3%
Traffic Safety Systems Operator 3	\$63,622	\$47,274	-25.7%	\$86,137	\$64,554	-25.1%
Marine Vessel Operator	\$85,517	\$63,432	-25.8%	\$104,778	\$82,826	-21.0%
Aircraft Pilot 2	\$104,791	\$69,990	-33.2%	\$128,698	\$90,242	-29.9%
<b>Average</b>	<b>\$78,705</b>	<b>\$59,798</b>	<b>-24.0%</b>	<b>\$100,384</b>	<b>\$78,717</b>	<b>-21.6%</b>

## Utilities

Benchmark	Base salary midpoint			Total compensation		
	Market average	Washington state	How much the state lags or leads	Market average	Washington state	How much the state lags or leads
Energy/Utilities Engineer 2	\$92,900	\$73,572	-20.8%	\$115,082	\$94,293	-18.1%
Nuclear Engineer	\$102,775	\$89,616	-12.8%	\$119,735	\$112,436	-6.1%
Utility Worker 2	\$54,641	\$39,612	-27.5%	\$74,042	\$55,890	-24.5%
Plant Manager 2 Physical Plant Manager, Plant Engineer	\$100,600	\$56,088	-44.2%	\$123,520	\$74,522	-39.7%
Stationary Engineer 2	\$67,725	\$58,428	-13.7%	\$88,030	\$77,168	-12.3%
Wastewater Treatment Plant Operator 2	\$67,114	\$63,060	-6.0%	\$87,100	\$82,406	-5.4%
<b>Average</b>	<b>\$80,959</b>	<b>\$63,396</b>	<b>-21.7%</b>	<b>\$101,251</b>	<b>\$82,786</b>	<b>-18.2%</b>

## Compensation practices

This section of the report provides information on:

- Types of pay plans
- Recent pay scale adjustments
- Shift differentials
- Call back and standby pay
- Performance and incentive pay
- Longevity pay
- Other incentives

## Pay plan types

The survey asked how employees move through the pay structure. These responses reflect the largest union and nonrepresented civilian employee group (excluding uniformed public safety).

The most common pay plan type for union represented employees is a ‘grade and step’ structure (71%). Step-based plans are less common for nonrepresented employees (55%) but remain the predominant type.

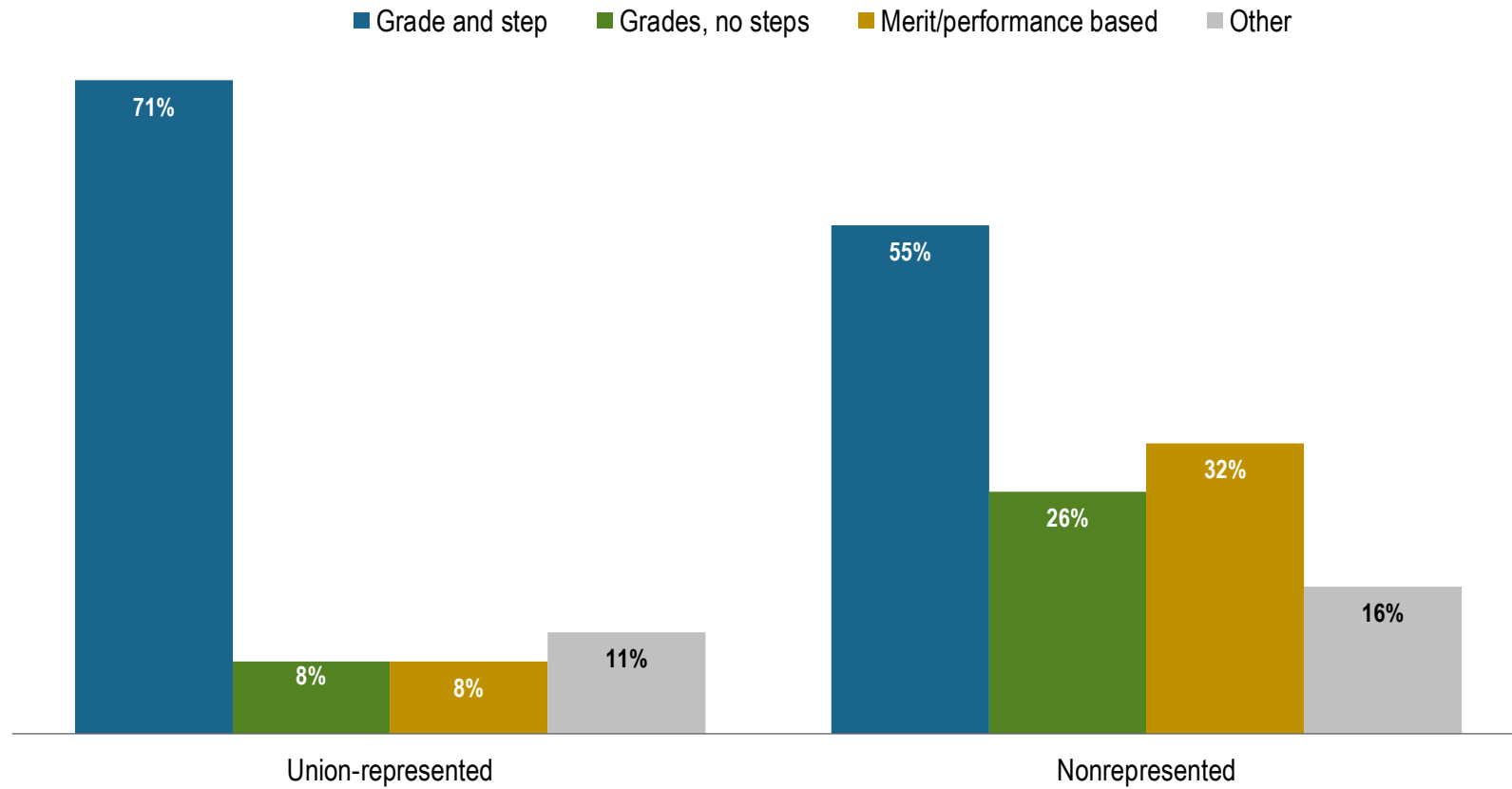
### Types of pay plans

Market sector	Union-represented employees				Nonrepresented employees				No. of responses
	Grade and step	Grades, no steps	Merit/performance based	Other	Grade and step	Grades, no steps	Merit/performance based	Other	
In-state public sector	85%	4%	8%	12%	62%	15%	35%	12%	26
State governments	42%	17%	8%	8%	42%	50%	25%	25%	12
<b>All participants</b>	<b>71%</b>	<b>8%</b>	<b>8%</b>	<b>11%</b>	<b>55%</b>	<b>26%</b>	<b>32%</b>	<b>16%</b>	<b>38</b>

Survey participants could choose more than one answer.

“Other” responses include fixed/single pay rates (one pay rate per job with no minimum or maximum) and broad bands or career ladders (wide pay ranges that cover multiple job levels)

### Types of pay plans for union-represented and nonrepresented employees



Survey participants could choose more than one answer.

“Other” responses include fixed/single pay rates (one pay rate per job with no minimum or maximum) and broad bands or career ladders (wide pay ranges that cover multiple job levels)

## How long it takes to reach pay range maximum

The survey asked for the average length of time to move from the minimum to the maximum of a salary range. The responses ranged from two years to 20 years, with a median of 6.5 years for union-represented employees and 7 years for nonrepresented employees.

### Years from minimum to maximum salary

	Lowest	Median	Average	Highest	No. of responses
Union-represented employees	2.0	6.5	7.8	20.0	17
Nonrepresented employees	3.5	7.0	8.5	20.0	16

## Pay scale adjustments

The median pay scale adjustments for union-represented employees were 2.1% and 3.0% in fiscal year 2021 and 2022. For nonrepresented employees, median scale adjustments were 2.0% and 2.8% in the past two years.

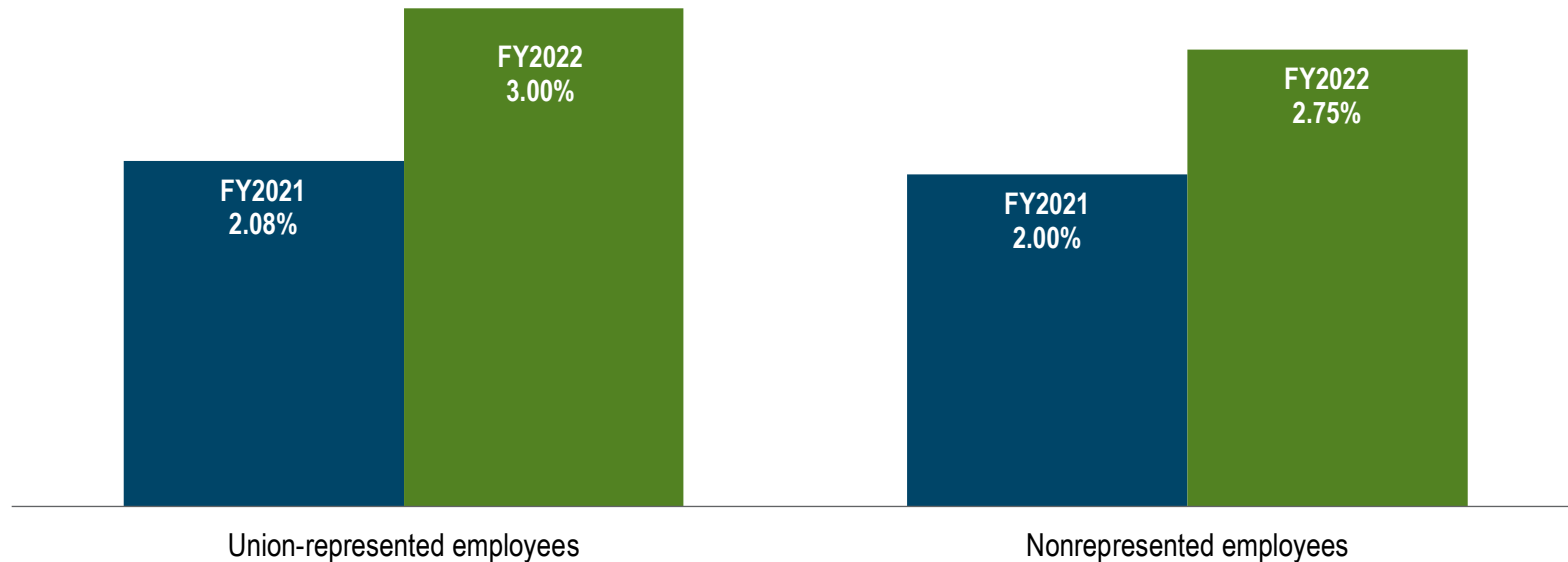
### Pay schedule adjustments Fiscal year 2021 and 2022 *Union-represented employees*

	Fiscal year 2021				Fiscal year 2022				No. of responses
	Lowest	Median	Average	Highest	Lowest	Median	Average	Highest	
In-state public sector	0.0%	2.0%	2.4%	7.0%	0.0%	2.3%	3.4%	6.0%	15
State governments	Insufficient data				Insufficient data				1
<b>All participants</b>	<b>0.0%</b>	<b>2.1%</b>	<b>2.4%</b>	<b>7.0%</b>	<b>2.0%</b>	<b>3.0%</b>	<b>3.3%</b>	<b>6.0%</b>	<b>16</b>

### Nonrepresented employees

	Fiscal year 2021				Fiscal year 2022				No. of responses
	Lowest	Median	Average	Highest	Lowest	Median	Average	Highest	
In-state public sector	0.0%	2.0%	2.1%	3.1%	2.0%	2.0%	3.3%	6.0%	15
State governments	Insufficient data				Insufficient data				3
<b>All participants</b>	<b>0.0%</b>	<b>2.0%</b>	<b>2.0%</b>	<b>3.1%</b>	<b>0.0%</b>	<b>2.8%</b>	<b>2.8%</b>	<b>6.0%</b>	<b>18</b>

### Median pay scale adjustments for union-represented and nonrepresented employees





## Influencing factors for base pay increases

Collective bargaining agreement terms are the predominant influencer of pay increases (45% in fiscal year 2021 and 50% in 2022). To a lesser extent, three things influence pay increases for union-represented employees: cost of living (inflation), cost of labor (market) and budget/financial feasibility.

### Factors that influence base pay increases *Union-represented employees*

		<b>CBA*</b>	<b>Interest arbitration</b>	<b>Budget/ financial feasibility</b>	<b>Cost of living (inflation)</b>	<b>Cost of labor (market)</b>	<b>Other</b>	<b>No. of responses</b>
<b>FY 2021</b>	In-state public sector	54%	0%	15%	23%	8%	4%	26
	State governments	25%	0%	17%	8%	17%	0%	12
	<b>All participants</b>	<b>45%</b>	<b>0%</b>	<b>16%</b>	<b>18%</b>	<b>11%</b>	<b>3%</b>	<b>38</b>
<b>FY 2022</b>	In-state public sector	62%	0%	8%	12%	8%	4%	26
	State governments	25%	0%	17%	8%	17%	0%	12
	<b>All participants</b>	<b>50%</b>	<b>0%</b>	<b>11%</b>	<b>11%</b>	<b>11%</b>	<b>3%</b>	<b>38</b>

Survey participants could choose more than one answer.

\*Collective Bargaining Agreement (CBA)

The budget process, market conditions, and cost of living are the primary factors that influence pay increases for nonrepresented employees. The majority of those who responded “Other” said that nonrepresented employees receive the same pay increase negotiated for union-represented employees.

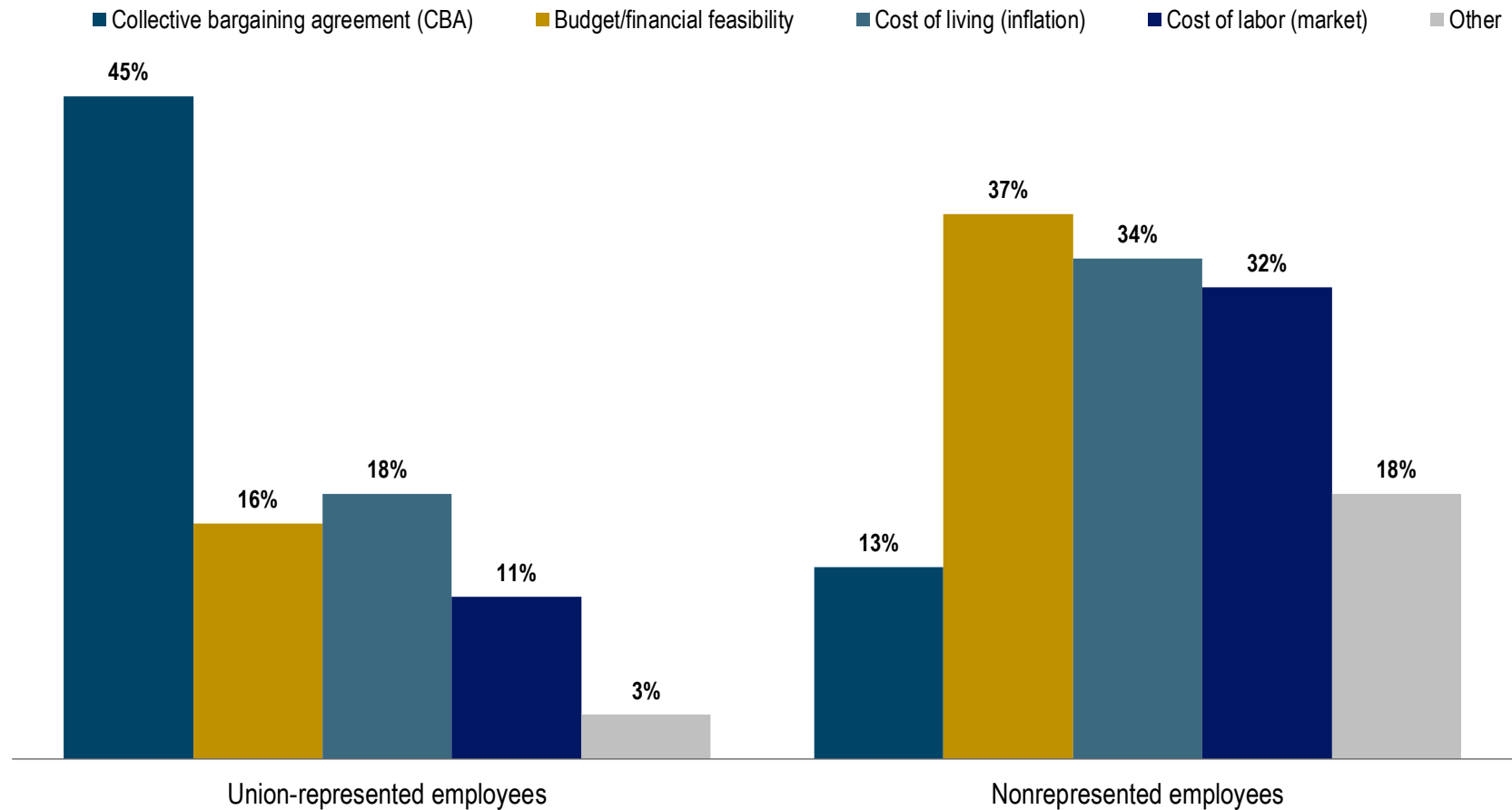
**Factors that influence base pay increases**  
*Nonrepresented employees*

		<b>CBA*</b>	<b>Interest arbitration</b>	<b>Budget/ financial feasibility</b>	<b>Cost of living (inflation)</b>	<b>Cost of labor (market)</b>	<b>Other</b>	<b>No. of responses</b>
<b>FY 2021</b>	In-state public sector	12%	0%	38%	38%	31%	19%	26
	State governments	17%	0%	33%	25%	33%	17%	12
	<b>All participants</b>	<b>13%</b>	<b>0%</b>	<b>37%</b>	<b>34%</b>	<b>32%</b>	<b>18%</b>	<b>38</b>
<b>FY 2022</b>	In-state public sector	15%	0%	35%	31%	35%	12%	26
	State governments	8%	0%	33%	25%	33%	17%	12
	<b>All participants</b>	<b>13%</b>	<b>0%</b>	<b>34%</b>	<b>29%</b>	<b>34%</b>	<b>13%</b>	<b>38</b>

Survey participants could choose more than one answer.

\*Collective Bargaining Agreement (CBA)

## Factors that influenced fiscal year 2021 pay increases for union-represented and nonrepresented employees



## Shift Differentials (pay for an alternate work shift)

Of employers who offer shift differential, the median *dollar rate per hour* that they offer is \$1.00 for union-represented employees and \$0.80 for nonrepresented employees. Of employers who offer shift differentials in the form of a *percentage of base pay*, the median rate is 5% for union-represented employees and 6% for nonrepresented.

### Shift differentials Union-represented employees

Shift	<i>Dollar value responses</i>				<i>Percent of pay responses</i>				No. of responses
	Lowest	Median	Average	Highest	Lowest	Median	Average	Highest	
Evening	\$0.25	\$1.00	\$6.96	\$62.50	4%	5%	6%	8%	15
Night	\$0.40	\$1.00	\$6.52	\$62.50	5%	7%	7%	10%	17
Weekend	Insufficient data				Insufficient data				5

### Nonrepresented employees

Shift	<i>Dollar value responses</i>				<i>Percent of pay responses</i>				No. of responses
	Lowest	Median	Average	Highest	Lowest	Median	Average	Highest	
Evening	\$0.05	\$0.80	\$11.00	\$62.50	5%	6%	6%	8%	10
Night	\$0.05	\$1.10	\$11.16	\$62.50	5%	10%	9%	14%	11
Weekend	Insufficient data				Insufficient data				5

## ‘Call back’ and ‘standby’ pay

Call back pay is when an overtime-eligible employee is called to return to work outside of normally scheduled work hours and gets paid for the work. Standby/on-call pay is when an overtime-eligible employee gets paid for being required to restrict their off-duty activities so they are easily reachable and available for work duty. The median rate of pay for union-represented employees called back to work is time-and-a-half (150%) with a guaranteed minimum of two paid hours. Standby pay is less common among these survey participants, with most indicating that union-represented *and* nonrepresented employees receive no additional compensation for being on-call.

### Call back and standby pay Union-represented employees

	Lowest	Median	Average	Highest	No. of Responses
Call Back Pay (percent of base pay)	100%	150%	146%	200%	13
Minimum # of Hours Paid for Call-Back Time	2.0	2.0	2.8	4.0	12
Standby Pay (\$ per hour)	\$0.00	\$0.00	\$0.80	\$2.75	11

### Nonrepresented employees

	Lowest	Median	Average	Highest	No. of Responses
Call Back Pay (percent of base pay)		Insufficient data			3
Minimum # of Hours Paid for Call-Back Time		Insufficient data			3
Standby Pay (\$ per hour)	\$0.00	\$0.00	\$0.20	\$2.00	15

## Performance-based pay

The survey asked which employee groups (if any) are eligible for performance recognition. Most participants reported that they don't provide performance incentives to their employees – 48% to 58% depending on the employee group. When performance incentives are offered, nonrepresented employees and senior management are most likely to receive base salary increases while union-represented employees are most likely to receive 'spontaneous' incentives.

### Prevalence of performance-based pay by employee group

Performance Incentive	Union-represented employees	Nonrepresented employees	Senior management
Base salary increases that vary or depend on individual performance	6%	27%	27%
Merit incentives or bonuses related to organization-wide performance or business results	3%	15%	15%
Merit incentives or bonuses to recognize group/team performance or outcomes	0%	3%	0%
Incentives or bonuses to recognize individual performance or outcomes	6%	12%	12%
Gainsharing awards or bonuses (related to cost savings)	6%	12%	12%
Spot incentives or bonuses related to performance (unannounced cash, gift card, etc.)	24%	15%	9%
Non-cash awards related to performance (prizes, days off, plaques, etc.)	12%	18%	12%
<b>None of the above</b>	<b>58%</b>	<b>48%</b>	<b>52%</b>

Survey participants could choose more than one answer.

## Other incentive pay

About half of the survey participants offer other types of incentive pay programs, such as skill-based pay or bonuses related to recruitment, referrals, or retention. About a third provide skill-based pay or retention/longevity pay for union-represented employees, while referral bonuses are more common for nonrepresented employees.

### Prevalence of other incentive pay by employee group All participants

Incentive pay	Union-represented employees	Nonrepresented employees	Senior management
Additional pay or bonus for attaining job related skills, certifications, licenses, etc.	33%	21%	15%
Recruitment or hiring bonus	9%	15%	15%
Referral bonus	3%	21%	9%
Retention bonus, longevity pay or years of service bonus/award	30%	33%	33%
<b>None of the above</b>	<b>55%</b>	<b>55%</b>	<b>58%</b>

Survey participants could choose more than one answer.

**Prevalence of other incentive pay by employee group**  
**In-state public sector**

<b>Incentive pay</b>	<b>Union- represented employees</b>	<b>Nonrepresented employees</b>	<b>Senior management</b>
Additional pay or bonus for attaining job related skills, certifications, licenses, etc.	31%	8%	8%
Recruitment or hiring bonus	4%	4%	8%
Referral bonus	4%	12%	4%
Retention bonus, longevity pay or years of service bonus/award	23%	19%	15%
<b>None of the above</b>	<b>38%</b>	<b>54%</b>	<b>54%</b>

Survey participants could choose more than one answer.



**Prevalence of other incentive pay by employee group  
State governments**

<b>Incentive pay</b>	<b>Union- represented employees</b>	<b>Nonrepresented employees</b>	<b>Senior management</b>
Additional pay or bonus for attaining job related skills, certifications, licenses, etc.	25%	42%	25%
Recruitment or hiring bonus	17%	33%	25%
Referral bonus	0%	33%	17%
Retention bonus, longevity pay or years of service bonus/award	33%	50%	58%
<b>None of the above</b>	<b>67%</b>	<b>33%</b>	<b>42%</b>

Survey participants could choose more than one answer.

## Longevity pay

About half of the survey participants provide longevity pay for employees (46%). Two of these, however, indicated their longevity pay program has been eliminated for new hires, but existing employees hired before a certain date remain eligible.

### Longevity pay provided Beyond the maximum of the salary range

Market sector	Number of responses		Percent of responses		No. of responses
	Yes	No	Yes	No	
In-state public sector	10	9	53%	47%	19
State governments	3	6	33%	67%	9
<b>All participants</b>	<b>13</b>	<b>15</b>	<b>46%</b>	<b>54%</b>	<b>28</b>

### Prevalence of employers who provide longevity pay



## Other incentives

Almost two thirds of survey participants reimburse employees for professional membership dues and one half provide transportation/commuting assistance. About a third offer assistance related to education, training, and other professional development. This includes student loan assistance, tuition reimbursement and similar benefits.

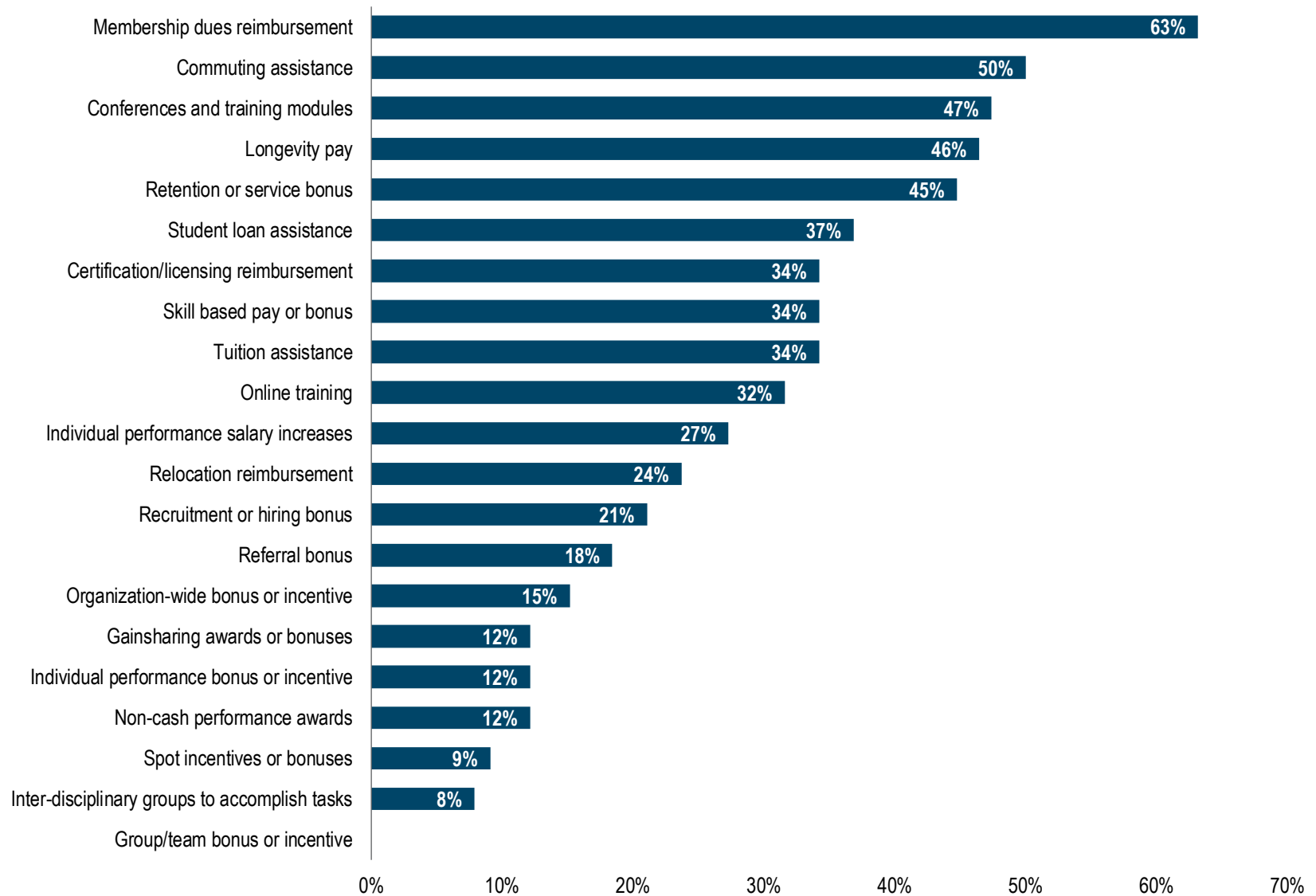
### Prevalence of other incentives

Offering	In-state public sector	State governments	All participants
Reimbursement for membership dues to job-related professional associations	62%	67%	63%
Transportation or commuting assistance	58%	33%	50%
Employer sponsored conferences and training modules	42%	58%	47%
Student loan deferral, repayment, or forgiveness program	35%	42%	37%
Tuition assistance or reimbursement	42%	17%	34%
Reimbursement for fees associated with certification/licensing attainment or maintenance	35%	33%	34%
Employer sponsored online training such as LinkedIn Learning	31%	33%	32%
Relocation reimbursement (for new hires)	19%	33%	24%
Employer facilitated inter-disciplinary groups to accomplish tasks	8%	8%	8%
None of the above	4%	25%	11%

Survey participants could choose more than one answer.

Percentages reflect the portion of the 33 survey participants who answered this question.

## Prevalence of other incentives

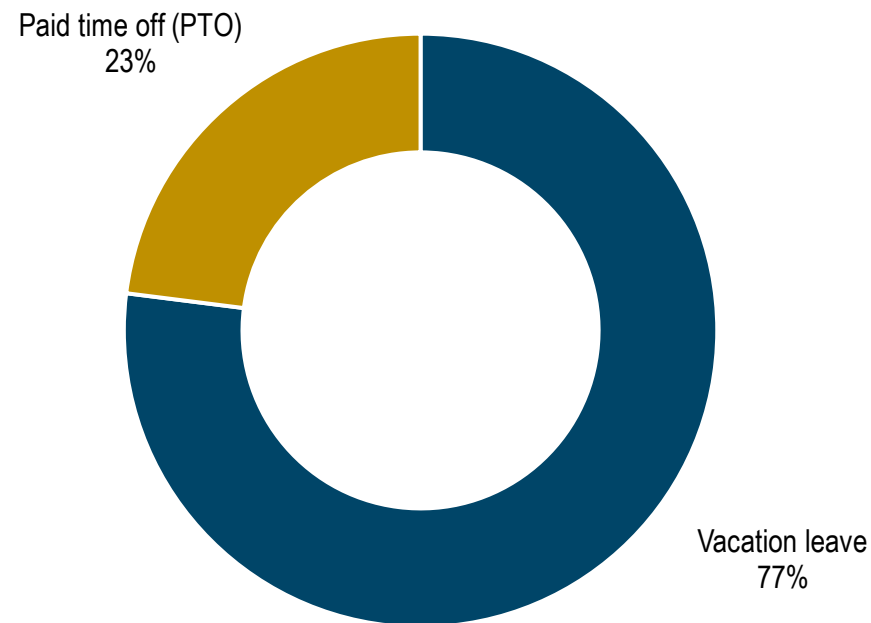


Represents the percentage of participants who offer these incentives or benefits to their employees.

## Paid leave

Three-quarters of survey participants (77%) offer a vacation leave program to their largest civilian employee group<sup>1</sup>, while one-quarter (23%) offer a paid time off (PTO) program that combines vacation and sick leave into one pool of available time off.

Type of paid leave program



<sup>1</sup> The survey requested information on policies applicable to the largest employee group excluding uniformed public safety personnel

## Vacation and paid time off

An employee's accrued vacation and PTO hours typically increase with how many years they've worked for their employer. As we show in the table below, the median number of vacation hours per year ranges from 96 hours (12 days) after one year of service to 200 hours (25 days) after 25 years of service\*.

### Annual number of *vacation* hours that someone accrued by their years of service

Years of service	Lowest	Median	Average	Highest	Years of service	Lowest	Median	Average	Highest
1 year	40	96	98	120	14 years	128	156	156	184
2 years	80	96	101	136	15 years	144	168	167	200
3 years	80	97	103	136	16 years	144	168	171	200
4 years	80	108	108	136	17 years	144	168	172	200
5 years	96	120	120	160	18 years	144	168	173	216
6 years	96	120	127	168	19 years	144	168	174	216
7 years	120	120	130	168	20 years	156	192	186	240
8 years	120	130	132	168	21 years	160	192	188	240
9 years	120	130	133	168	22 years	160	192	189	240
10 years	120	144	144	184	23 years	160	192	191	240
11 years	128	145	152	184	24 years	160	192	192	240
12 years	128	152	152	184	25 years	160	198	197	240
13 years	128	156	154	184	26+ years	160	200	199	240

Reflects responses from 27 survey participants (15 in-state public sector and 12 state governments).

\*Number of days estimated based on a 40-hour workweek

Among those organizations that have PTO program, the median number of hours per year ranges from 120 hours (15 days) after one year of service to 238 hours (about 30 days) after 25 years of service\*.

**Annual number of *paid time off* hours that someone accrued  
by their years of service**

<b>Years of service</b>	<b>Lowest</b>	<b>Median</b>	<b>Average</b>	<b>Highest</b>	<b>Years of service</b>	<b>Lowest</b>	<b>Median</b>	<b>Average</b>	<b>Highest</b>
1 year	96	120	130	180	14 years	96	204	199	268
2 years	96	120	131	180	15 years	96	212	204	268
3 years	96	136	140	220	16 years	96	212	208	292
4 years	96	140	150	220	17 years	96	212	210	292
5 years	96	152	156	220	18 years	96	212	210	292
6 years	96	168	170	244	19 years	96	220	213	292
7 years	96	168	170	244	20 years	96	226	217	292
8 years	96	169	177	244	21 years	96	238	225	316
9 years	96	169	177	244	22 years	96	238	228	316
10 years	96	188	182	244	23 years	96	238	230	316
11 years	96	188	187	268	24 years	96	238	232	316
12 years	96	188	188	268	25 years	96	238	235	335
13 years	96	188	192	268	26+ years	96	238	237	335

Reflects responses from eight (8) survey participants, all in-state organizations.

\*Number of days estimated based on a 40-hour workweek

## Sick leave

Among participants who provide paid sick leave, the annual accrued hours range from 56 hours (7 days) for the first year of service to 156 hours (about 20 days) with a median of 96 hours (12 days)\*.

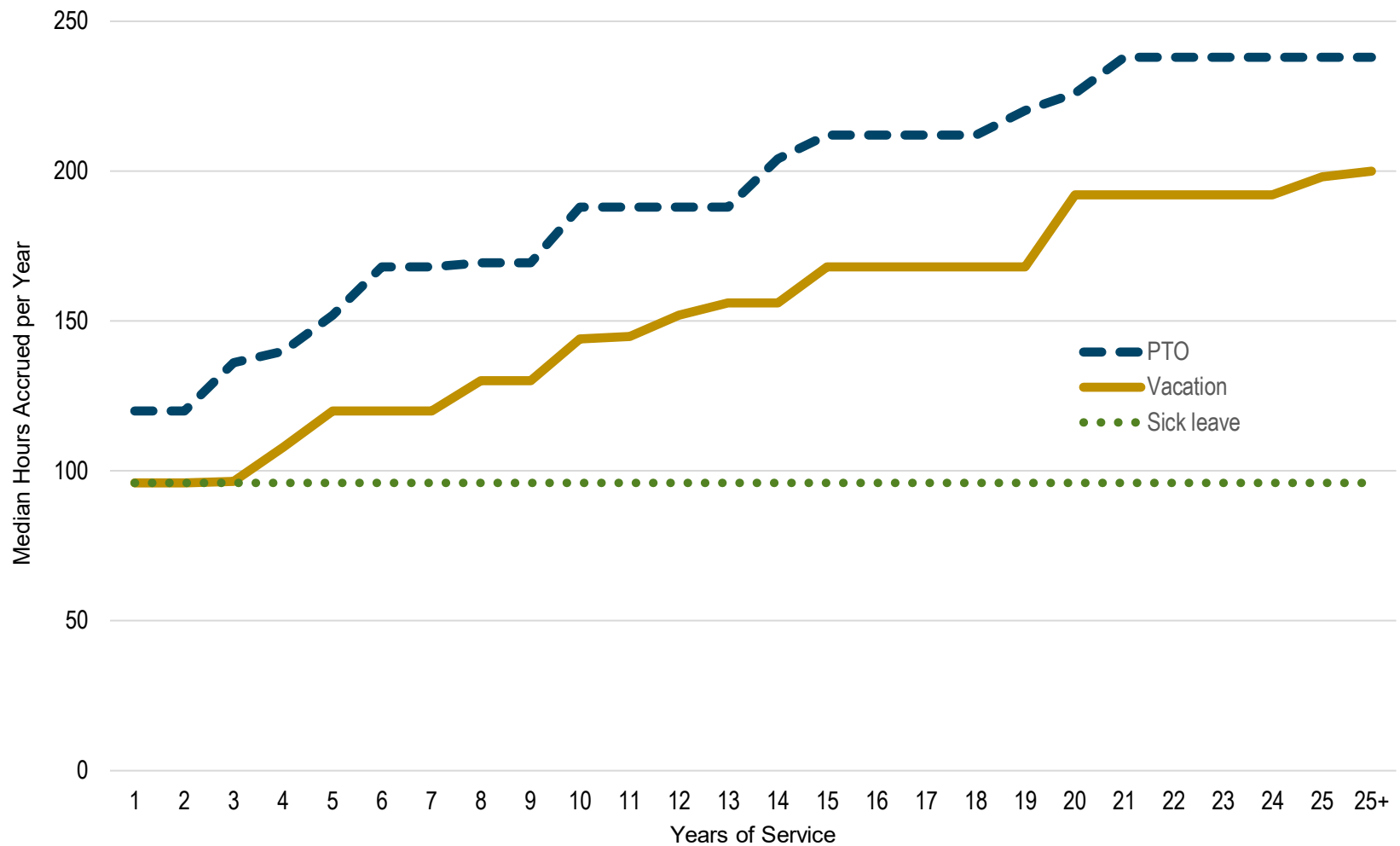
Annual number of accrued sick leave hours				
Lowest	Median	Average	Highest	No. of Responses
56	96	96	156	31

\* Number of days estimated based on a 40-hour workweek



At 21 years of service, the PTO annual median is 238 hours (30 days) per year. (PTO programs combine vacation and sick leave into one pool of available time off.) Most employers who offer vacation leave also offer sick leave. At 21 years of service, the vacation leave annual median is 192 hours (24 days) and the sick leave annual median is 96 hours (12 days).

**Median annual hours for  
Paid time off, vacation and sick leave by someone's  
years of service**



## The percentage of carry-over and cash-out for unused leave

Most of the survey participants allow employees to carry-over and cash-out unused leave. A large percentage of survey participants allow employees to cash out their unused vacation or PTO at a rate of 100% when the employee leaves the company. If an employee has unused sick leave, however, they typically cash that out at a lower rate (median of 25% of the value).

### Carry-over and cash-out of unused leave

	Number of responses			Percent of total responses		
	PTO	Vacation	Sick	PTO	Vacation	Sick
<b>Carry-over allowed</b>	<b>6</b>	<b>21</b>	<b>28</b>	<b>75%</b>	<b>78%</b>	<b>90%</b>
Unlimited carry-over	1	0	13	13%	0%	42%
Limited carry-over	5	21	15	63%	78%	48%
Carr-over not allowed	0	2	0	0%	7%	0%
<b>Cash-out allowed at:</b>						
Year end	5	13	12	63%	48%	39%
Termination	6	19	16	75%	70%	52%
Retirement	4	9	13	50%	33%	42%
Cash out not allowed	0	2	10	0%	7%	32%
Cash-out rate (median)	100%	100%	25%	--	--	--
<b>No. of responses</b>	<b>8</b>	<b>27</b>	<b>31</b>			

## Paid holidays and personal days

The number of paid holidays ranges from six to 12, with a median of 11 days. Paid personal days (sometimes called floating holidays) range from zero to six, with a median of one day per year.

### Annual number of paid holidays and personal days

	Lowest	Median	Average	Highest	No. of Responses
Holidays	6.0	11.0	10.5	13.0	33
Personal days	0.0	1.0	1.5	6.0	31
<b>Holidays and personal days combined</b>	<b>6.0</b>	<b>12.0</b>	<b>11.9</b>	<b>18.0</b>	<b>33</b>

## Health care benefits

The survey requested information regarding the medical plan that covers the most employees (the most populated plan). This includes:

- Plan type such as Health Maintenance Organization (HMO), Preferred Provider Organization (PPO), High Deductible Health Plan (HDHP).
- The plan design's actuarial value (percent of health costs that the member plan is expected to pay) or the plan's metal tier (see image below) designation under the Affordable Care Act.<sup>2</sup>
- Whether the medical plan includes vision coverage.

The most common plan type is a PPO, followed by HMOs. Only one survey respondent indicated a HDHP as their most populated plan.





### Health plan types and average actuarial value

	PPO	HMO	HDHP	No. of responses
In-state participants	83%	11%	6%	18
State governments	78%	22%	0%	9
<b>All participants</b>	<b>81%</b>	<b>15%</b>	<b>4%</b>	<b>27</b>
<i>Average actuarial value</i>	86.8%	94.7%	No data	7

<sup>2</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).

Most *in-state participants* reported that their most populated health plan is in the platinum metal tier. Most *state government* participants reported that their most populated health plan is in the gold metal tier.

### The key to understanding metallic tiers

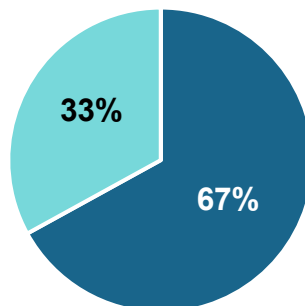
BRONZE	SILVER	GOLD	PLATINUM
You pay 40%	You pay 30%	You pay 20%	You pay 10%
			
Insurance plan pays 60%	Insurance plan pays 70%	Insurance plan pays 80%	Insurance plan pays 90%

<https://mnjinsurance.com/understanding-the-metal-levels-in-aca/>

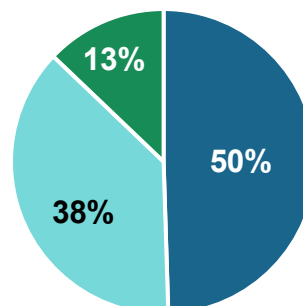
### Level of metal tier coverage

	Silver	Gold	Platinum	No. of responses
In-state participants	0%	33%	67%	15
State governments	13%	38%	50%	8
<b>All participants</b>	<b>4%</b>	<b>35%</b>	<b>61%</b>	<b>23</b>

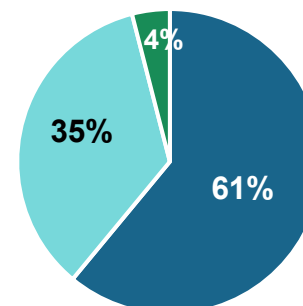
In-state participants



State governments



All participants

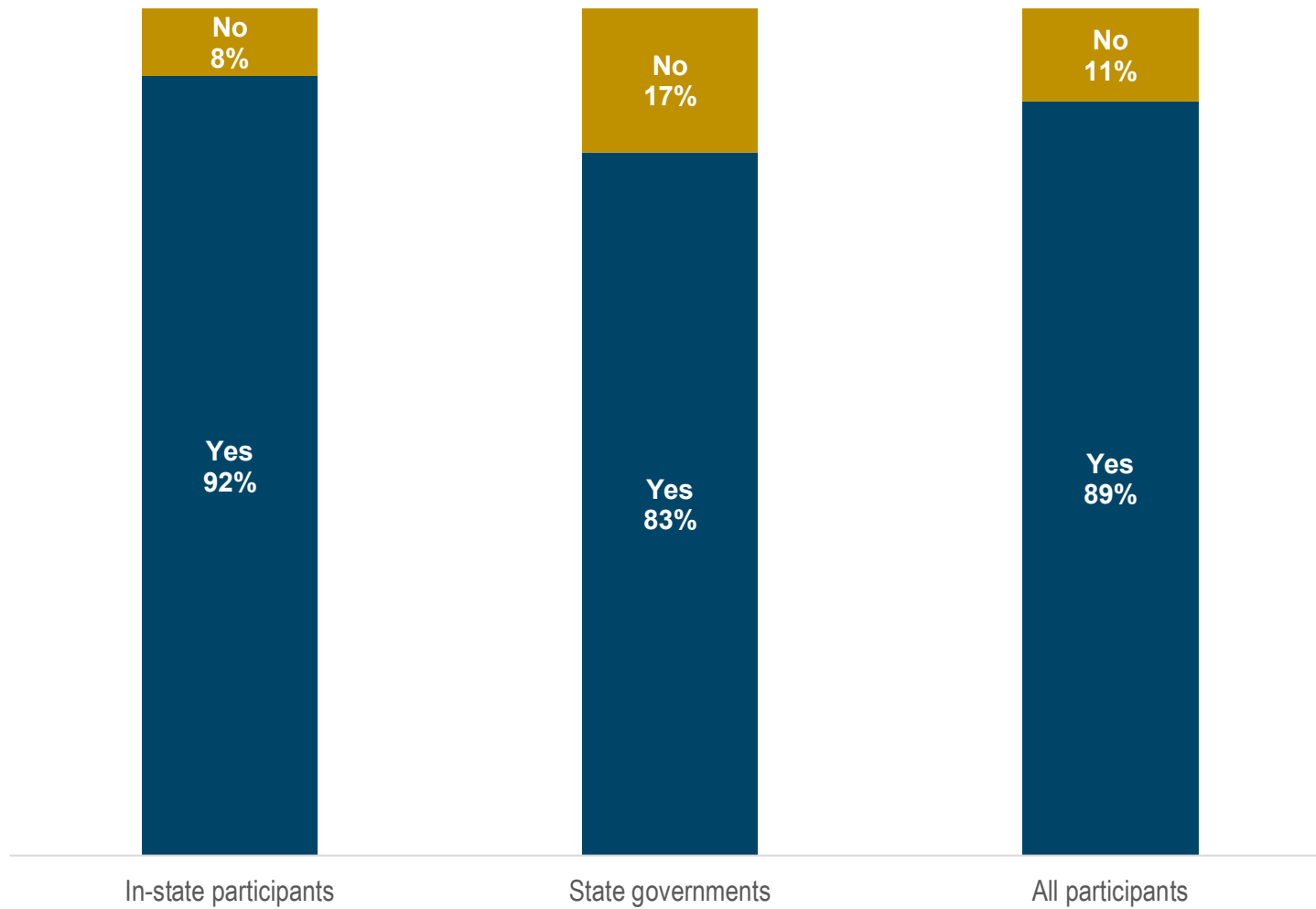


■ Platinum  
■ Gold  
■ Silver

## Retirement benefits

Most survey participants (89%) indicated their employees contribute to Social Security, including 92% of in-state public sector entities and 83% of state governments.

### Do your employees contribute to Social Security?



The median normal retirement age is 65 for all participants.

### Typical retirement age

	Lowest	Median	Average	Highest	No. of Responses
In-state participants	55	65	64	65	25
State governments	60	65	65	71	12
<b>All participants</b>	<b>55</b>	<b>65</b>	<b>65</b>	<b>71</b>	<b>37</b>

The percent of service credit that someone receives for every year of service that they work is called median ‘benefit multiplier.’ Among defined benefit plans, the median is 2% for all participants. Most in-state participants contribute to the Washington State Public Employees Retirement System called PERS.

### Defined benefit multiplier

	Lowest	Median	Average	Highest	No. of Responses
In-state participants	1.8%	2.0%	2.0%	2.0%	25
State governments*	1.3%	2.0%	2.0%	2.5%	12
<b>All participants</b>	<b>1.3%</b>	<b>2.0%</b>	<b>2.0%</b>	<b>2.5%</b>	<b>37</b>

\*State government responses include 10 defined benefit (DB) plans and two hybrid DB/DC plans.

The median cost of living adjustment (COLA) to retiree pension benefits is 2.75%.

### Typical annual Cost of Living Adjustment (COLA)

	Lowest	Median	Average	Highest	No. of responses
In-state participants	1.50%	2.75%	2.69%	2.75%	12
State governments*	Insufficient data				3
<b>All participants</b>	<b>1.00%</b>	<b>2.75%</b>	<b>2.69%</b>	<b>4.00%</b>	<b>15</b>

Among in-state participants, the median employer share of the contributions is 50%. Among state governments, the median employer share is also 50%, although the percentages vary from 50% to 100%.

### Employer share of plan funding

	Lowest	Median	Average	Highest	No. of responses
In-state participants	50%	50%	51%	69%	25
State governments	50%	63%	66%	100%	11
<b>All participants</b>	<b>50%</b>	<b>50%</b>	<b>56%</b>	<b>100%</b>	<b>36</b>



A large majority of responding organizations indicated that their retirement plans do not limit the salary level that the employer makes their contributions on. Among those that do have a limit, the median maximum salary basis is \$290,000 for defined benefit plans and \$280,000 for defined contribution plans.

**Maximum amount of an employee's salary that the employer makes contributions on**

	<b>Lowest</b>	<b>Median</b>	<b>Average</b>	<b>Highest</b>	<b>% Indicating no maximum</b>	<b>No. of responses</b>
Defined Benefit (DB) Plans	\$280,000	\$290,000	\$286,667	\$290,000	80%	15
Defined Contribution (DC) Plans	\$142,800	\$280,000	\$256,560	\$290,000	62%	13
Combined DB/DC Plan (DB portion)	\$280,000	\$280,000	\$283,333	\$290,000	63%	8

## Modern work environment

While flexible work arrangements have become more common, the organizations that responded to these questions indicated that only 11% to 13% of their workforce has a compressed workweek, a flexible schedule, or regular telework. (However, several survey participants indicated that the COVID-19 pandemic led to temporary telework for a larger share of their workforce.)

### Compressed workweek, flexible schedule and telework

Percentage of workforce that:	Lowest	Median	Average	Highest	% Reporting greater than 0%	No. of total responses
Has a compressed workweek schedule	0%	5%	13%	95%	68%	22
Has a flexible schedule (flextime)	0%	1%	12%	75%	53%	19
Teleworks at least one day every two weeks	0%	4%	11%	53%	65%	20

**Compressed workweek** is an alternate schedule that allows full-time employees to eliminate at least one workday every two weeks by working longer hours during the remaining days.

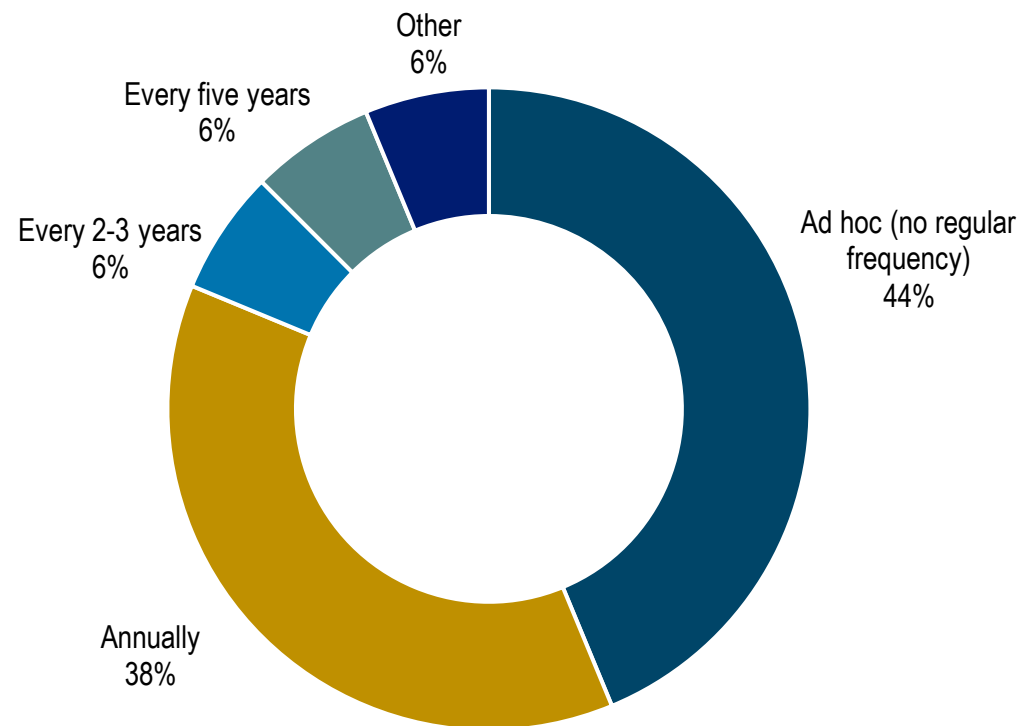
**Flextime** allows the employee to have flexible start and end times that land outside the agency's normal work hours.

**Telework** is working from home or other alternative locations closer to home through technology so the employee can access normal work material such as email, telephone and electronic documents.

## Employee engagement and turnover

Sixteen survey participants answered questions regarding employee engagement surveys. Among those 16, over a third (38%) said their organization conducts annual engagement surveys and 12% said every two to five years. Most of the remaining survey participants (44%) indicated they don't have regular frequency for engagement surveys.

Frequency of engagement surveys



The median response rate for employee engagement survey is close to two thirds of the workforce (65%).  
The median percentage of employees saying they would recommend their agency as a great place to work is 82%

### Engagement survey response rates and findings

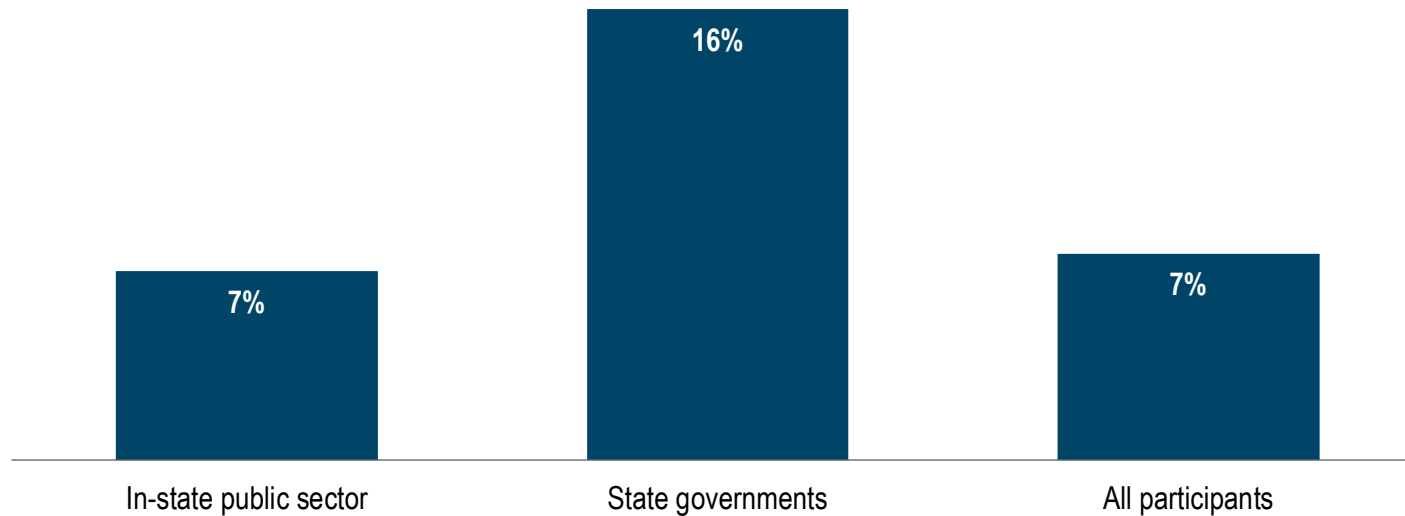
	Lowest	Median	Average	Highest	No. of responses
Response rate for the last survey	3%	65%	63%	92%	10
Overall score for the question, "I would recommend my agency as a great place to work" or similar question	62%	82%	78%	86%	7

The annual turnover rate reported by survey participants ranges from 1% to 24%.  
Median turnover rates are 7% among in-state public sector participants and 16% among state governments

### Annual turnover percentage (excluding retirement)

Market sector	Lowest	Median	Average	Highest	No. of total responses
In-state public sector	1%	7%	6%	12%	19
State governments	6%	16%	15%	24%	7
All	1%	7%	9%	24%	26

### Median annual turnover percentage



## Section 3—Study methodology

### Survey participants

The state chose 50 governmental entities to participate in the market survey, including:

- 35 public sector entities located in Washington (in-state public sector); and
- 15 state governments

Twenty-nine of the entities surveyed responded to the survey (19 in-state public sector and 10 state governments). In addition, we obtained information for an additional nine entities by data mining information on the entity's website. In total, we obtained data for 38 public sector entities, including 26 located in Washington and 12 state governments.

#### Survey response rate

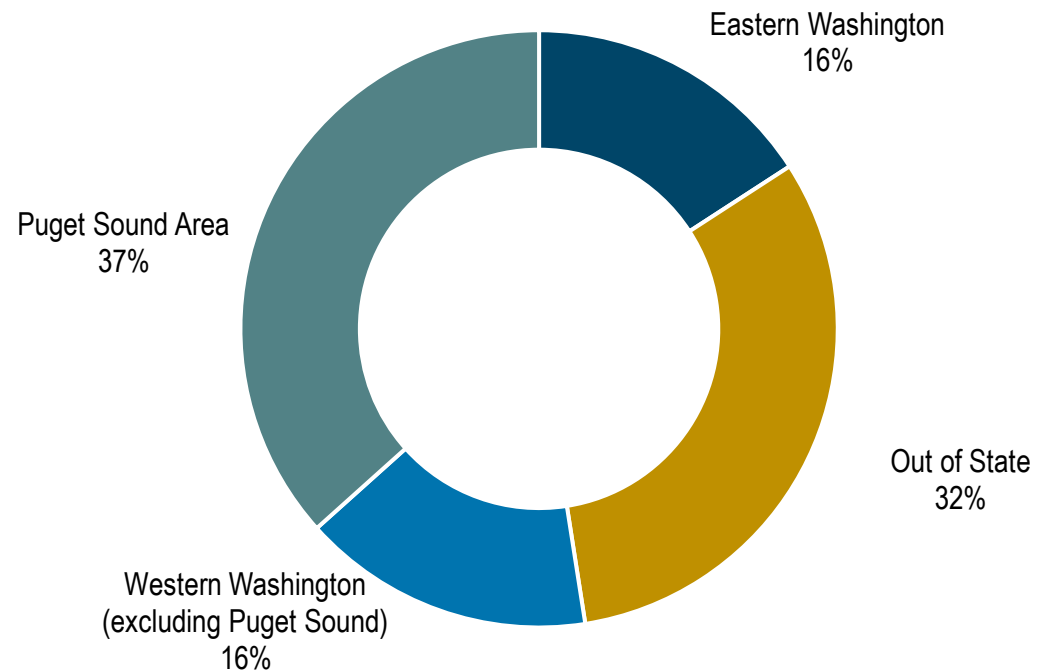
Market sector	Surveyed	Completed surveys received	Data mined	Total responses	Response rate
In-state public sector	35	19	7	26	74%
State governments	15	10	2	12	80%
<b>Total</b>	<b>50</b>	<b>29</b>	<b>9</b>	<b>38</b>	<b>76%</b>

The list of all survey participants is shown on the following pages.

## Participant's organizational characteristics

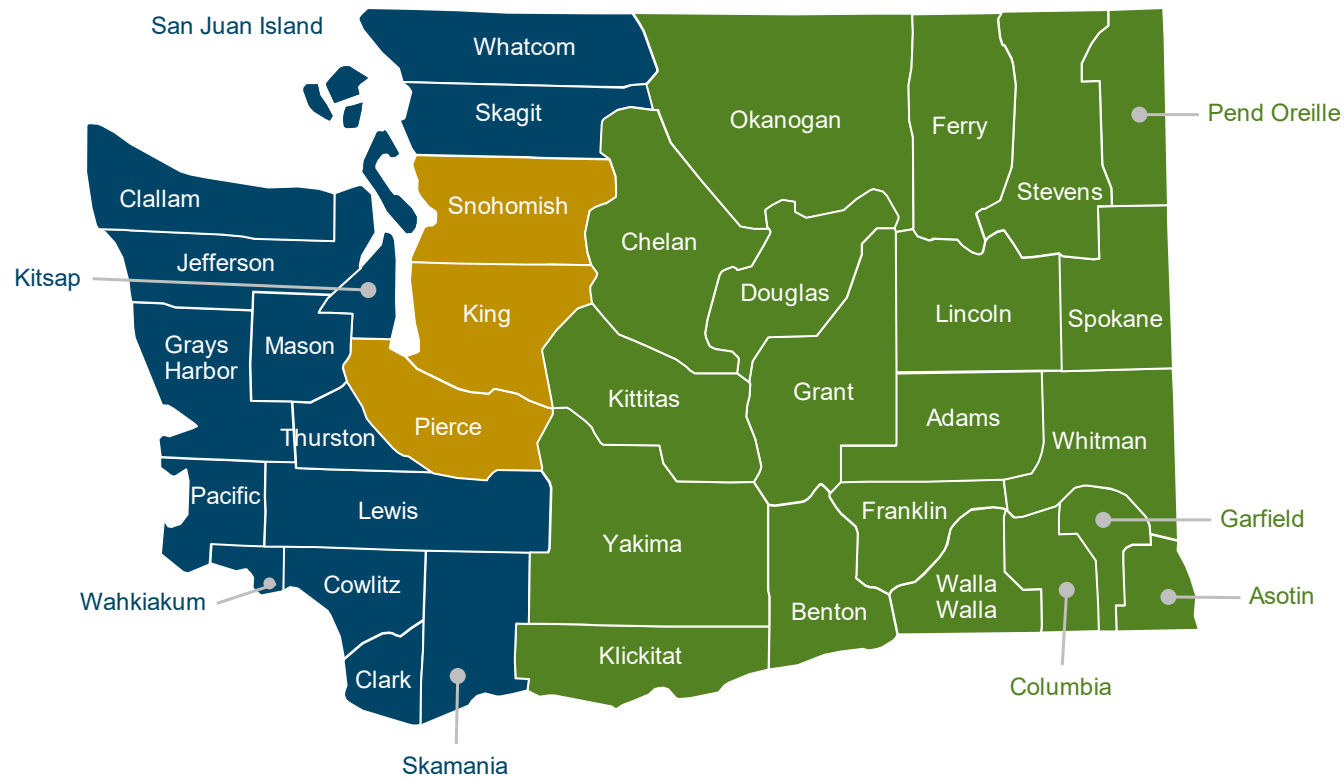
### Location of survey participants

	Number	Percent	Percent in-state
Puget Sound Area (King, Pierce, Snohomish)	14	37%	54%
Western Washington (excluding Puget Sound)	6	16%	23%
Eastern Washington	6	16%	23%
Out of state	12	32%	N/A
<b>All</b>	<b>38</b>	<b>100%</b>	<b>68%</b>



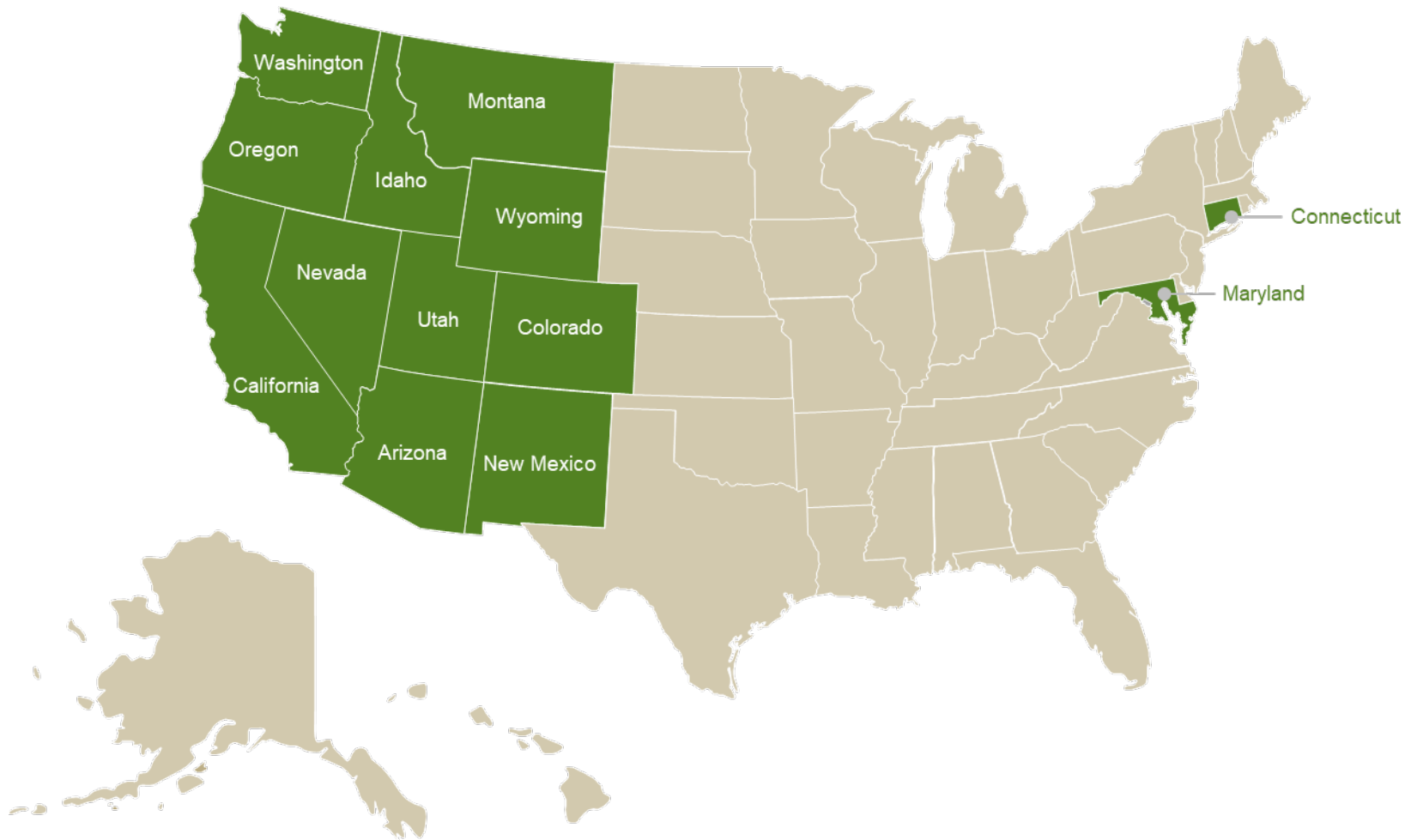
## Location of in-state public survey participants

- **Puget Sound:** 14 survey participants
- **Western Washington (excluding Puget Sound):** 6 survey participants
- **Eastern Washington:** 6 survey participants



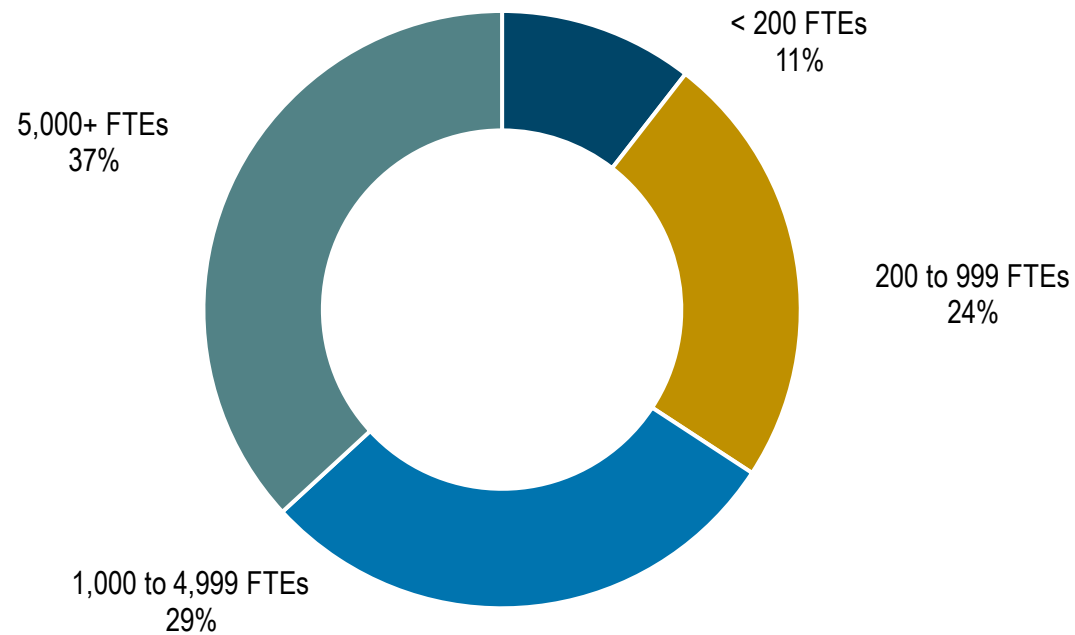


### Location of out-of-state survey participants



## Size of survey participants

Number of full-time employees (FTE)	In-state public sector		State governments		All participants	
	Number	Percent	Number	Percent	Number	Percent
Fewer than 199 FTEs	4	15%	--	--	4	11%
200 to 999 FTEs	9	35%	--	--	9	24%
1,000 to 4,999 FTEs	11	42%	--	--	11	29%
5,000 or more FTEs	2	8%	12	100%	14	37%
<b>All</b>	<b>26</b>	<b>100%</b>	<b>12</b>	<b>100%</b>	<b>38</b>	<b>100%</b>



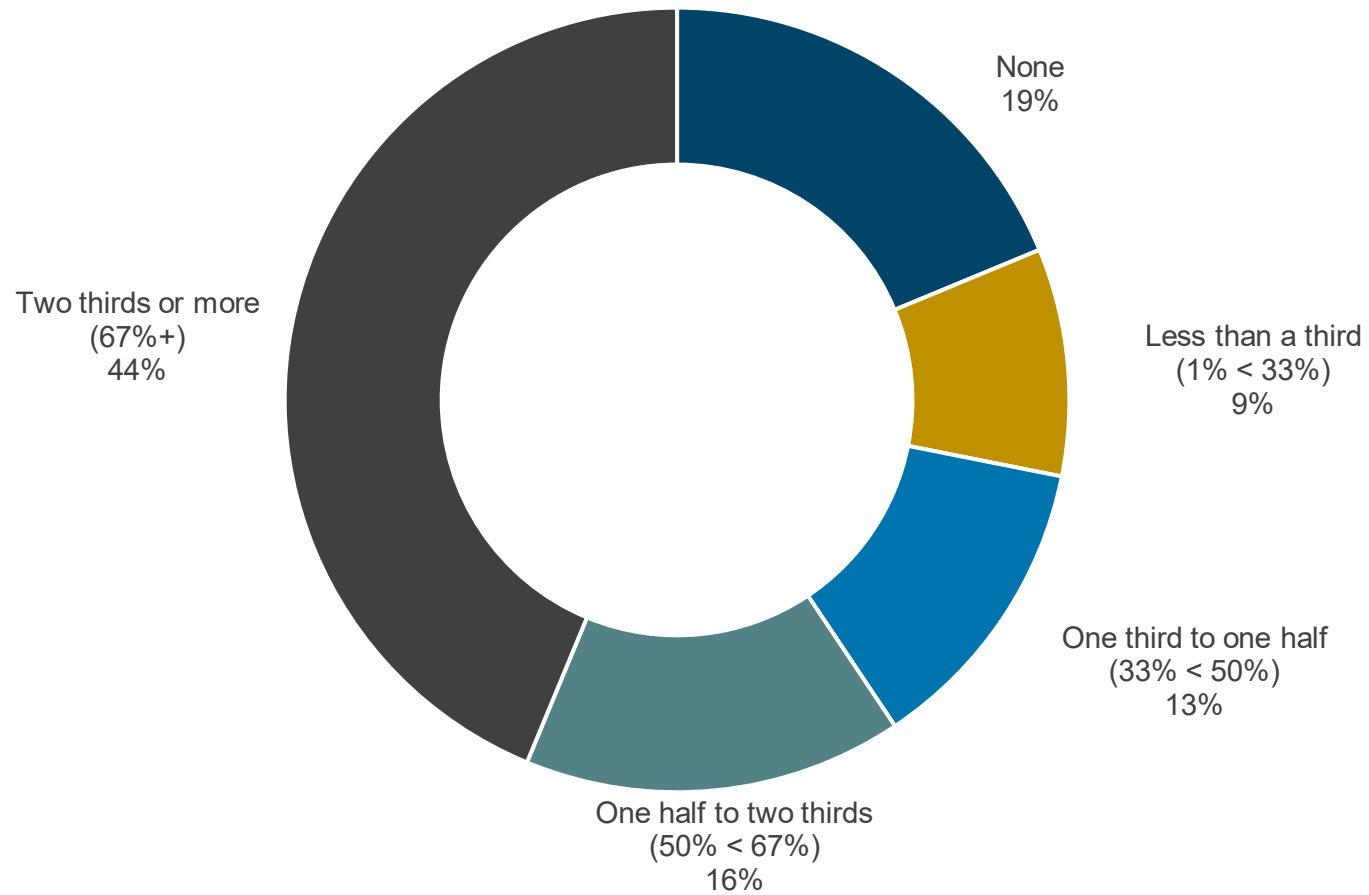
Most survey participants reported that most of their workforce is union represented.

### Percent of workforce that is union-represented

Percent union-represented	In-state public sector		State governments		All participants	
	Number	Percent	Number	Percent	Number	Percent
None (0%)	2	9%	4	44%	6	19%
1% < 33%	2	9%	1	11%	3	9%
33% < 50%	4	17%	0	0%	4	13%
50% < 67%	3	13%	2	22%	5	16%
67% or more	12	52%	2	22%	14	44%
<b>All*</b>	<b>23</b>	<b>100%</b>	<b>9</b>	<b>100%</b>	<b>32</b>	<b>100%</b>

\* 6 participants did not respond to this question (3 in-state public sector and 3 state governments).

## Percent of workforce that is union represented

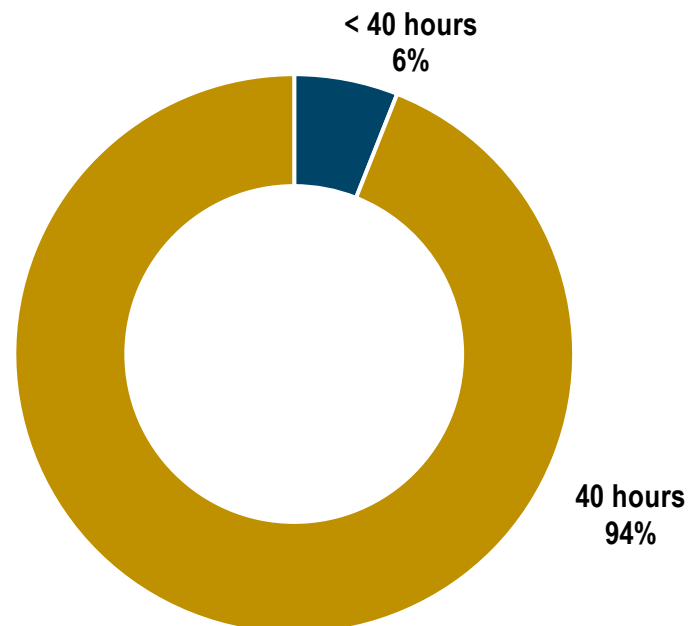


Most survey participants have a 40-hour workweek for their largest civilian employee group.

### Regular workweek hours for most full-time employees

Workweek hours	In-state public sector		State governments		All participants	
	Number	Percent	Number	Percent	Number	Percent
35.6 hours	1	4%	0	0%	1	3%
37.5 hours	1	4%	0	0%	1	3%
40 hours	21	91%	9	100%	30	94%
<b>All*</b>	<b>23</b>	<b>100%</b>	<b>9</b>	<b>100%</b>	<b>32</b>	<b>100%</b>

\* 6 participants did not respond to this question (3 in-state public sector and 3 state governments).



## List of survey participants

### In-state public sector participants

Participant name	Data collection method	Participant name	Data collection method
City of Everett	Completed survey	Kitsap Regional Library	Completed survey
City of Olympia	Completed survey	Metro Parks Tacoma	Completed survey
City of Redmond	Completed survey	Olympia School District	Completed survey
City of Renton	Data mined	Pierce County	Data mined
City of Seattle	Completed survey	Port of Everett	Completed survey
City of Spokane	Completed survey	Port of Seattle	Completed survey
City of Tacoma	Data mined	Port of Tacoma	Completed survey
City of Vancouver	Completed survey	Sound Transit	Completed survey
City of Yakima	Completed survey	Spokane County	Completed survey
Energy Northwest	Completed survey	Spokane Transit	Completed survey
Intercity Transit	Completed survey	Tacoma Public Library	Data mined
Jefferson County Library	Data mined	Thurston County	Data mined
King County, WA	Completed survey	Yakima County	Completed survey

### State government participants

State	Data collection method
Arizona	Data mined
California	Completed survey
Colorado	Completed survey
Connecticut	Data mined
Idaho	Completed survey
Maryland	Completed survey
Montana	Completed survey
Nevada	Completed survey
New Mexico	Data mined
Oregon	Completed survey
Utah	Completed survey
Wyoming	Completed survey

# 2022 Washington State Employee Compensation Survey Methodologies Overview

*This overview is intended for the reader to use it with the 2022 Washington State Employee Compensation Survey State Report and 2022 WSECS applied range results.*

## How we choose states to participate in this survey

- We choose all states that fall within one standard deviation (+/-) of where Washington's survey data lands in specifically identified economic criteria (i.e., our state population number, how many people state government employs, regional price parities calculation – see more detail in the paragraph below).
- States within the western continental region

### Economic criteria we use

1. 2020 population from Census Bureau midyear population estimate from Bureau of Economic Analysis SA1 tables
2. 2019 state government employment stats from BEA SA25N tables
3. 2019 regional price parities from BEA Regional Price Parities all items index (see definition below)

## Geographic adjustments

We geographically adjusted the state government data that we used in the survey using the 2019 Regional Price Parities<sup>3</sup>. **RPPs measures how much the price levels of goods and services differ geographically relative to the national average.** We express RPPs as a percentage of the overall national price level for each year, which is equal to 100. For example, if the RPP for area A is 120 and for area B is 90, then on average, prices are 20% higher and 10% lower than the U.S. average for A and B.

## Published data sources

We used these published data sources to represent in-state private employers:

- Economic Research Institute 2021 Salary Assessor
- Milliman 2021 Northwest Engineering/Scientific/Project Management Survey
- Milliman 2021 Northwest Healthcare Compensation Survey
- Milliman 2021 Northwest Management and Professional Survey
- Milliman 2021 Northwest Technology Survey
- Milliman 2021 Northwest Utilities Salary and Wage Survey
- Milliman 2021 Puget Sound Regional Salary Survey
- PayFactors 2021 Compensation Database
- Salary.com 2021 CompAnalyst Database
- U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics (OEWS) data, Washington state, May 2020

<sup>3</sup> [https://www.bea.gov/newsreleases/regional/rpp/rpp\\_newsrelease.htm](https://www.bea.gov/newsreleases/regional/rpp/rpp_newsrelease.htm)



## Aging factors

We did not apply an aging factor to the custom survey data since the effective survey date was Oct. 1, 2021.

However, we aged all in-state private (published) market salary data to a common effective date, Oct. 1, 2021, using a factor of 2% per year. This factor reflects the median projected salary structure adjustment reported in WorldatWork's 2021-22 Salary Budget Survey for Washington employers. In other words, the 2% factor represents the prevailing market trend in salary growth from 2021 to 2022 among these employers.

## Benchmark result calculations

We calculated the following summaries for salary data (which doesn't show specific participant data):

### **Median annual salary range minimum**

Represents the middle salary rate of the minimum range data points, i.e., half the salary rates are below this level.

### **Annual salary range midpoint**

Represents the estimated market value. Refer to the calculation methodology that we provided below.

### **Median salary maximum**

Represents the middle salary rate of the maximum range data points, i.e., half the salary rates are below this level.

### **Salary range midpoint for each respondent**

$(\text{Salary range minimum} + \text{salary range maximum})/2$

### **Estimated market value**

We calculated an overall estimated market value using the aggregated salary data from each market sector we surveyed. Then, we calculated benchmark EMVs using the following approach:

1. In-state public sector: Median of the calculated range midpoint values for all benchmark jobs.
2. Other state governments: Median of the calculated range midpoint values for all benchmark jobs.
3. In-state private sector: Market median (50<sup>th</sup> percentile) of actual salary values for all benchmark jobs.

We combined the in-state public sector, other state governments and in-state private sector aggregates and averaged them to calculate the overall market information. We call this value the estimated market value.

We followed the Federal Trade Commission and the U.S. Department of Labor guidelines to use five or more responses from participants for each benchmark and benefit questions to draw reliable conclusions. Therefore, we did not calculate statistics (means, medians, etc.) for benchmark jobs with fewer than five job matches.

## Total compensation calculations

The law requires the Office of Financial Management to conduct a salary and fringe benefits survey to reference when the state considers classification and salary schedules (RCW [41.06.160](#)). The Washington State Employees Compensation Survey includes the prevailing rates in other public employment and private employment in the state, and comparisons related to total compensation. For the 2022 survey, we calculated total compensation by benchmark job. **Total compensation is made up of three components:** estimated market value + health care value + retirement value.

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 are not subject to collective bargaining for most employees, these benefits are valuable components of total compensation and provide important context when we compare the state's compensation practices with those of other governments or private employers.

### Estimated market value

The estimated market value component reflects base compensation determined from participants and published in-state private sector market data as defined in the benchmark result calculations and information technology sections above.

### Health care value

Health care 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* the what the employee pays or the what the employer pays for this plan.

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

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

The 2021 Willis Towers Watson Health Care Financial Benchmarks and Network Efficiency Report reported \$13,870 as the 2020 PEBB plan member average health plan cost<sup>4</sup>. We used this value as a proxy health plan cost to make our total compensation calculations.

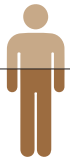



Actuarial value is the estimated average percentage of total health care expenses that an employee can expect their plan to pay (health plan value). Metal tier (see image below) is a similar measure that the Affordable Care Act established to easily compare health plan value<sup>5</sup>.

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).

<sup>4</sup> 2020 PEBB average actual health cost value as reported in the 2021 Willis Towers Watson Health Care Financial Benchmarks and Network Efficiency Report – PEBB, <https://leg.wa.gov/osa/additionalservices/Pages/Healthcare.aspx>.

<sup>5</sup> <https://www.cms.gov/CCHIO/Resources/Fact-Sheets-and-FAQs/chb11202012a>

## The key to understanding metallic tiers

BRONZE	SILVER	GOLD	PLATINUM
You pay 40%	You pay 30%	You pay 20%	You pay 10%
			
Insurance plan pays 60%	Insurance plan pays 70%	Insurance plan pays 80%	Insurance plan pays 90%

<https://mnjinsurance.com/understanding-the-metal-levels-in-aca/>

For example, Washington's 2021 PEBB health care plans are in the gold metal tier (80-89%) in the graph above.

### Example calculation:

2021 Washington employee health care value = \$13,870 (the average PEBB member pan value from the report) x 80% = \$11,096

### 1. Retirement value

We calculated the retirement value for participants based on a model developed in partnership with the Office of the State Actuary. This framework calculates the lump-sum present value for the retirement benefit that a participant earned, regardless of their retirement plan designs (e.g., defined-contribution, or DC), defined-benefit, or DB; or hybrid plans (see definitions above).

We used the median retirement value by benchmark job to make total compensation calculations.

We asked participants to report on their most populated retirement plan offered to new hires. This included DB, DC and hybrid plans. For this calculation, we used the following considerations/assumptions from the methodology that the State of Actuary uses.

**DC plan, calculation method 1:** The lump-sum present value of a DC benefit that the employer provides is the amount they contributed into the retirement account year.

As the percentage of private sector workers covered by a traditional DB pension plan has steadily declined over the past 25 years,<sup>6</sup> we applied DC calculation methods to the in-state, private sector actual salary values.

<sup>6</sup> <https://www.ssa.gov/policy/docs/ssb/v69n3/v69n3p1.html>

As we described in the benchmark result calculations section above, we used published data sources to represent in-state, private employers for estimated market values. To follow suit, we gathered private sector retirement data for DC plans from the Milliman Northwest Benefits survey and applied the data as appropriate.

#### **DB plan, calculation method 2:**

1. We calculated a single-life annuity<sup>7</sup> accrued for a single and current year of service. A typical DB plan is based on salary and a multiplier. For example, an EMV of \$50,000 accrues a \$1,000 single-life annuity under the 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. Then, we determine the portion of that single-life annuity that the employer paid based on the plan's cost-sharing policy. We multiply the accrued single-life annuity value (\$1,000 for this example) by the employer cost-sharing percentage to calculate the amount of the annuity value that the employer paid. Washington's Plan 2 cost-share formula is 50% paid by the employer and 50% paid by the employee. For example,  $\$1,000 \times 50\% = \$500$ .
3. Then, we multiply the employer-funded dollar amount of the single life annuity (\$500 for this example) by the relevant annuity factor developed and certified by the Office of the State Actuary according to actuarial standards.<sup>8</sup> The OSA annuity factors determine the lump-sum present value amount. For example,  $\$500 \times \text{Annuity factor of } 13.082228 = \$6,541$ .
  - a. The Annuity factor is determined from various inputs:
    - i. The participant's typical cost of living adjustment percentage, i.e., the typical percentage increase in a retiree's post-retirement pension benefit per year
    - ii. The participant's normal retirement age
    - iii. A current age assumption of 46 years
    - iv. An assumed investment rate of return with a 3% risk-free assumption<sup>9</sup>

**Hybrid plan (DC, DB), calculation method 3, hybrid plan:** In the case of a hybrid plan, we calculate the DC lump-sum present value amount (see DC plan, calculation method 1 above) and the DB lump-sum present value amount (see DB plan, calculation method 2 above). The sum of those amounts is the lump-sum present value amount.

<sup>7</sup> A single-life annuity is a periodic benefit payment paid over the life of a plan member.

<sup>8</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 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>9</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.

## Job classifications excluded from this year's survey

- Represented University of Washington classifications that the general government or other higher education institutions do not use and that are independently surveyed by the University of Washington.
- Apprentice jobs that are paid a percentage of the journey-level job.
- Certificated teacher jobs that are required to be paid the same as the current salary ranges in the Vancouver School District No. 37 professional salary schedule.

## Definitions

**% responses** – Ratio of number of responses/total number of survey participants

**Defined-benefit plan** – An employer-sponsored retirement plan where employee benefits are computed using a formula that considers several factors, such as length of employment and salary 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 rise slightly to account for increased cost of living.

**Defined-contribution 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.

**Hybrid plan** – Any retirement plan that combines some elements of a traditional defined benefit pension plan and a defined contribution plan with an individual retirement savings account to which the employee and employer contribute money.

**In-state private sector** – Refers to published survey data.

**In-state public sector participants** – Refers to all in-state Washington participants who submitted responses to the custom survey.

**Market** – Refers to the combination of in-state public sector participant responses, other state government participant responses and in-state private sector data. See benchmark result calculations and total compensation calculations below for additional information.

**Mean** – The value obtained by adding a set of numbers and then dividing the sum by the number of items in the set.

**Median** – The middle value in a set of ranked data points, i.e., half the data points are below this level.

**Nonrepresented** – Responses related to employees who are not represented by a labor organization.

**Number of no responses** – Number of participants who did not respond to the survey question.

**Other state governments** – Refers to out-of-state custom survey participants, i.e., state government participants who submitted responses to the custom survey.

**Total compensation** – Base compensation plus the employee dollar value of health care and retirement benefits. See total compensation calculations below for additional information.

**Union-represented** – Responses related to employees represented by a labor organization.

## Section 4—Benchmark Job Descriptions

### Administrative and Other Support Services

Job Title	Benchmark Description
SECRETARY SENIOR	Provides complex support services and assistance; establishes office procedures, standards, priorities, and deadlines; coordinates office operations; keeps supervisors and/or staff members calendar(s); monitors and evaluates budget(s) and initiates corrections; develops, modifies, and/or maintains data base management, office record keeping, or filing system(s); prepares documents as needed. May provide work guidance or direction, but does not assign, instruct, and check the work of others on a regular and ongoing basis. Excludes supervisors and leads. Typically requires high school graduation or equivalent and two years keyboarding/typing experience.
PBX & TELEPHONE OPERATOR	Receives and routes incoming calls through private branch telephone exchange (PBX) or other telephone switching system(s). Receives and transmits information concerning security, safety, medical or behavioral situations requiring immediate investigative or corrective action. Exercises independent judgment when dealing with emergent situations not specifically covered by procedure, usual methods of solution, or instructions by the supervisor. Typically requires graduation from high school or equivalent and one year of relevant experience.
CUSTOMER SERVICE SPECIALIST 2	Independently resolves client/customer problems by identifying issues, determining procedural steps necessary to bring resolution, working with program staff to implement resolution, and communicating results to the client/customer; creates and manages customer profiles; and maintains integrity of the data and information while delivering specialized services. Typically requires a Bachelor's degree; or an Associate's degree and two years of experience providing assistance to customers regarding inquiries, complaints or problems; or equivalent experience providing assistance to customers regarding inquiries, complaints, or problems.
ADMINISTRATIVE ASSISTANT 3	In support of executive/administrative or second-line supervisory staff, performs higher-level administrative support duties or is responsible for one or more major program activities. Duties are of a substantive nature and have been delegated to the administrative assistant such as participating in budget preparation and developing estimates, office space management, coordinating personnel issues, records management, equipment and supply purchases, report preparation, and/or is the primary contact in an assigned program. Typically requires high school graduation and three years of relevant progressively responsible experience or equivalent.
PROGRAM SPECIALIST 2	Plans, organizes, directs and coordinates operations for programs such as the business enterprises, volunteer services, community resources, recreational education and safety, and elections administration. Oversees day-to-day program operations; functions as the program representative and resource; works with program participants and outside entities, and resolves problems within a delegated area of authority. Typically requires a Bachelor's degree or equivalent education/experience.

<b>Job Title</b>	<b>Benchmark Description</b>
MANAGEMENT ANALYST 3	Provides journey level analyses to management, staff and customers. Conducts multi-dimensional research and analysis, formulates recommendations, and coordinates implementation and ongoing evaluation of programs and strategic and long-range planning activities. Provides consultation to management to resolve a variety of management problems. Requires a Bachelor's degree in a related field and three years of experience.
EVENTS COORDINATOR 3	Plans, arranges, and coordinates a wide variety of support services for events such as complex conferences, seminars, and workshops requiring complicated planning and coordination of details. Contacts speakers, compiles conference materials, coordinates registration, makes facility arrangements, negotiates services and costs, develops conference budgets, and processes billing. Typically requires high school graduation and four years of relevant progressively responsible work experience.
FORMS & RECORDS ANALYST 2	<p>Analyzes manual, electronic and/or automated forms; designs and coordinates forms production; coordinates records retention, migration, transfer and disposition; provides consultation on forms or records management programs; conducts record inventories; assists with record retention schedules; and coordinates, retrieves information, and responds to public records requests. Typically requires an Associate's degree or equivalent and three years of relevant experience.</p> <p>When assigned to health care: reviews resident and/or patient records for completeness and accuracy, assigns diagnoses and operative procedures codes, extracts pertinent data from treatment and/or medical records, and acts as information resource for authorized personnel requesting records information; may monitor patient's length of stay, severity of illness, and intensity of services and length of stay. Requires certification as a Registered Health Information Technician (RHIT) or as a Registered Health Information Administrator (RHIA).</p>
MAIL CARRIER-DRIVER	Performs routine mail services such as delivering, collecting and sorting United States or other vendor mail, parcel post packages, and campus mail, and provides routine customer information. When handling mail, occasionally may lift up to 70 pounds. When delivering and collecting mail, operates motorized vehicles such as passenger cars, station wagons, pickup trucks, vans, or light panel delivery trucks. Typically requires high school graduation or equivalent. Possession of a valid unrestricted motor vehicle operator's license is required.
PROCUREMENT & SUPPLY SPECIALIST 3	Responsible for procurement of services, supplies, materials, parts and equipment for an agency, institution or facility or on behalf of client agencies, institutions, colleges and universities in accordance with laws and requirements; performs supply management functions including receipt, storage, issue, and transfer of materials and property. Has authority to modify procedures or processes for specialized or unusual acquisitions; develops original contract terms, evaluation criteria and procedures to assess and ensure contract performance and compliance. Typically requires a Bachelor's degree in a related field and one year of relevant experience or equivalent education/experience.



<b>Job Title</b>	<b>Benchmark Description</b>
HUMAN RESOURCE CONSULTANT 2	Independently performs professional-level human resource assignments in one or more areas such as classification, compensation, benefits, recruitment and selection, affirmative action and equal employment opportunity, reasonable accommodation, training, organizational development, and/or labor relations. Consults with and provides assistance to managers, staff, and the public regarding human resource issues. Typically requires a Bachelor's degree with focus on business, human resources, or related field and one year of professional human resource experience or equivalent education/experience.
INDUSTRIAL RELATIONS AGENT 2	Enforces the Industrial Welfare Act, Public Works Act, Farm Labor Contractors Act and the Minimum Wage and Overtime Act, the Wage Payment Act, and other related statutes. Investigates routine wage disputes. Provides assistance to higher level positions on more complex investigations and/or disputes; issues notices of violation, notices of infraction, and citations and assessments; mediates and/or negotiates settlements between employers and employees on issues of a routine nature. Typically requires a Bachelor's degree and two years of relevant experience.
CUSTODIAN 2	Performs various housekeeping, custodial, and maintenance related tasks to ensure proper cleanliness of facilities, institutions and surrounding areas. Maintains and orders cleaning supplies and equipment; paints small offices and rooms; moves furniture and equipment; repairs and replaces various items such as light fixtures, switches, doors, hardware, windows, locks, etc. Typically requires six months to one year of experience in custodial, general or building maintenance, grounds keeping, or semi-skilled carpentry, electrical and/or plumbing repair work.
GRANT & CONTRACT COORDINATOR	Negotiates with funding agencies to establish terms and conditions of grant and contract awards; conducts preliminary review of proposals; provides technical advice regarding alternative formats, sources of funding, and policies to investigators and administrators involved in proposal preparation. Typically requires a Bachelor's degree in business administration or allied field and two years of experience in grant or contract administration or equivalent experience.
TECHNICAL TRAINING CONSULTANT	Plans, designs, develops, implements and/or delivers specialized technical IT systems training and instructional programs such as instructor-led, train-the trainer, electronic/web-based, e-Learning, and/or multimedia training methods and formats. Conducts needs assessments, tests, and evaluates technical training programs utilized by an organization. Requires a Bachelor's degree with focus on business, human resources, computer science, adult education or related field, and five years of experience developing and delivering training including two years technical IT training experience.
IT SUPPORT TECHNICIAN 2	Independently performs a variety of recurring routine technical IT support tasks such as installing and configuring workstation desktops, completing minor desktop repairs, maintaining network adapters and peripherals, repairing hard drives, upgrading memory, and configuring and documenting telephone systems. Two years of experience performing non-technical IT-related activities such as processing helpdesk tickets, resolving routine issues through discussion with customer, changing and resetting passwords, and maintaining network user accounts.

## Agriculture or Forest Services/Products

Job Title	Benchmark Description
FOREST CRUISER & CRAFT TECHNICIAN	Preliminary cruising on all timber types. Determines and plans best sampling method; cruises the area by examining each tree in sample; marks and measures and/or examines each tree to be removed in a thinning sale; determines species, height, gross volume, log grades, extent of defect and net volume for each tree cruised. Typically requires three years of experience performing timber cruising.
FOREST CREW SUPERVISOR 1	Directs a crew (typically 5 to 10 individuals) performing natural resource management activities such as maintaining roads, trails, and rehabilitating streams. Typically requires six months of experience supervising a crew performing outdoor physical labor.
FOREST NURSERY LABORER	Lifts seedlings, plants, and trees for transplanting; assists in setting up and operating irrigation equipment as directed; sorts, plants seed and seedlings with feeder on mechanical planter or hand-powered planting machine; load and unload bundles of seedlings from trucks for warehousing; Wets beds of seedling trees by hand; counts trees in sample plots; hand thins seedlings with pruning shears; maintains buildings, grounds, and equipment. Requires the ability to: perform physical labor, follow highly repetitive procedures; perform close, tedious work requiring good manual dexterity; and use hand, farm, and garden tools safely and efficiently.
HORTICULTURIST	Performs professional horticultural research and provides advice on plant selection, erosion control, cultural practices, plant grades and standards and other horticultural procedures; directs the development and execution of horticultural studies related to edaphic, topographic and meteorological effects on plant survival; makes site investigations and advises Landscape Architects statewide on selection of soil amendments and seed mixtures to satisfy local environmental conditions for the successful establishment of turf and erosion control grasses. Requires knowledge of plant materials, soils, drainage, plant ecology, fertilization, pesticides, and State and Federal regulations for horticultural material and A B.S. degree in Horticulture and two years' experience in the field of horticulture, nursery management, plant propagation, agronomy, or plant pathology, one year of which must have been in a research capacity.
AGRICULTURAL COMMODITY INSPECTOR 3	Positions independently inspect, grade and certify at least three (3) fresh fruits and/or vegetables such as apples, onions, pears, potatoes, cherries, plums, prunes and peaches, and enforce state and federal laws and regulations. Requires USDA Agricultural Marketing Service (AMS) licensure and USDA-AMS FV200 certification to inspect three (3) assigned commodities. Typically requires graduation from high school or GED and one year of experience in a state fruit and vegetable inspection office inspecting, grading and certifying seed plants and fields, or fresh fruits and/or vegetables, or two years of experience in the agricultural industry working with fresh fruit or vegetable production and storage, or two years of college-level course work with major emphasis in horticulture, agronomy or closely related field.
GROUPS & NURSERY SERVICES SPECIALIST 2	Performs skilled gardening work in the maintenance of grounds, landscapes, nurseries, and/or greenhouses. Prepares soil, plants flowers and shrubs, applies pesticides. Mows, fertilizes and maintains lawns. Uses and repairs a variety of manual, power, and motorized equipment/tools. Typically requires one year of experience or training involving grounds maintenance, gardening, plant care, cultivation and landscape installation.

Job Title	Benchmark Description
GRAIN INSPECTOR 1	Positions independently inspect, grade, and certify grain and other agricultural commodities to ensure food safety for human consumption and animal feed. Perform grain inspection functions to accept or reject sub lots. Requires a valid Transportation Worker Identification Credential (TWIC) and 21 specific licenses required by the US Grain Standards Act and the USDA Agricultural Marketing Act and maintain five (5) agricultural marketing Commodity inspection licenses, to include wheat, corn, soybeans, sorghum and an additional license applicable to assigned region. Typical requires a Bachelors degree with major study in agronomy and one year of grain sampling and weighing experience.
WILDLAND FIRE OPERATIONS TECHNICIAN 2	Directs a crew of wildland firefighters as an engine boss, crew boss, or helicopter manager. Serves as a fire technician performing technical wildland fire program assignments such as providing assistance to a Fire Investigator, enforcing fire laws, and writing burning permits for an assigned geographic area. Typically requires 24 months of wildland fire suppression experience including one year of leading others and qualified as a National Wildfire Coordinating Group Single Resource Boss and Incident Commander Type 4.
FARMER 2	Performs a variety of assignments in general farming work which may include agricultural research programs, milking and maintaining a dairy herd, assisting in the care and management of livestock, or operating a variety of light, medium, and heavy farm equipment. May supervise and train lower seasonal laborers or farm workers. Typically two years of experience in farm work or maintaining livestock.

## Arts, Entertainment, or Recreation

Job Title	Benchmark Description
GRAPHIC DESIGNER	Designs and produces a variety of graphic projects including printed publications, video slideshows, three-dimensional exhibits, and illustrative materials for a variety of communication purposes; provides recommendations and advice to clients on graphic design, selection of paper stock, type-style, ink colors, photography. Determines the most appropriate technique for designing and producing illustrative materials and publications targeted for a specific audience. Typically requires two years of college-level training in graphic arts, illustration, drafting or closely allied field and one year of experience as a graphics assistant.
RECREATION & ATHLETICS SPECIALIST 2	Implements, organizes, schedules, and conducts group and/or individual recreational activities as part of a larger recreational/sports program system; or participates/assists in recreational therapy for clients such as patients, students, offenders, or other residents of a state institution/facility. Plans and monitors expenses to help ensure that program budget is maintained; assists with management of a facility; plans and directs on and/or off-campus intramural and extramural recreational revenue/nonrevenue-producing sports activities in coordination with student committees, sports clubs and social agencies. Typically requires a Bachelor's degree involving major study in either (a) recreation or therapeutic recreation, (b) music, drama, or physical education or (c) psychology, sociology, or education with a minor in recreation, physical education, music or drama and one year of professional recreation experience.
SPORTS EQUIPMENT TECHNICIAN	Inspects, modifies, repairs, and maintains athletic equipment and clothing including sewing, riveting, painting, stringing, etc.; fits athletes with uniforms and equipment; issues and receives equipment; maintains required health, safety, and security practices in locker room and games areas; maintains records of equipment purchases and utilization; assists in training student managers in equipment maintenance; may operate washers, extractors, and dryers. Typically requires high school graduation and two years' experience or vocational school education in equipment repair and maintenance.
PRESERVATION & MUSEUM SPECIALIST 3	Functions as a fully qualified curator; researches, develops, and implements site interpretive master plans and programs; identifies, preserves, catalogues and makes recommendations for restoration of specimens, art objects, or records. Typically requires a Bachelor's degree in history, anthropology, archaeology, museum studies, fine arts, education or closely related field and two years' experience as a museum curator or equivalent.
SEWING & ALTERATIONS SPECIALIST 2	Performs volume and custom sewing work in making, altering or mending clothing, costumes, and accessories. Under general supervision, performs full range of clothing/costume construction including, patterning, making alterations or repairs, and maintaining items. Typically requires One year of experience or training in sewing, preferably on a volume basis, including use of power sewing machines, or two years college training in costume or vocational sewing, pattern making, and fabric cutting.

## Construction

Job Title	Benchmark Description
HIGHWAY MAINTENANCE WORKER 2	Performs a variety of highway maintenance and landscaping tasks, repairs roadway and highway structures, clears right-of-way, removes snow and other debris. Operates Class A and Class B heavy equipment. Patrols designated state highway segments as a member of the Incident Response Team to assist disabled vehicles, remove debris, and perform traffic control operations. Typically requires High school graduation or GED certificate, Commercial Driver's License (CDL), and two years of highway maintenance, logging, farming, excavation, or heavy equipment experience.
CONSTRUCTION PROJECT COORDINATOR 2	Coordinates the construction phase of building and utility projects, including general, mechanical, and electrical work, from contract award through warranty; acts as the representative and primary contract administrator for projects; evaluates and directs the work of consultants and contractors; reviews and develops design/construction standards; approves materials submittals, shop drawings, change orders and other contract documents; prepares cost estimates relative to all facets of real property construction including site development, building structures and building systems. Typically requires a Bachelor's degree in architecture, naval architecture, engineering or building construction, or marine engineering and one year of relevant professional experience or equivalent education/experience.
CONSTRUCTION & MAINTENANCE SUPERINTENDENT 2	Supervises field operations on construction and maintenance projects for a specified program. Coordinates use of equipment, materials, and crews; analyzes specifications and bids on materials and equipment to be purchased for construction; prepares preliminary and final cost estimates; Reviews daily reports; inspects projects for conformance to plans and specifications and assists project foremen or superintendents with construction or maintenance problems. Typically requires six years' construction experience including two years equivalent to a construction superintendent. College training involving major study in engineering or architecture may be substituted for non-supervisory experience.
CARPENTER	Performs rough and finished carpentry in the maintenance, repair, alteration, and construction of buildings, offices, shops, furnishings and roofs. Prepares concrete forms; constructs cabinets and shelving; hangs doors and installs locks and sashes; estimates time and materials; operates power equipment. Completion of a recognized apprenticeship as a carpenter or full journey status as a carpenter in a union or four years of applicable work experience. Vocational training may be substituted for work experience.
PAINTER	Performs skilled painting work. Prepares and cleans surfaces; makes minor repairs in plaster, sheetrock, metal, wood and masonry surfaces by filling with putty, caulks, fiberglass, resin, etc.; Mixes paints and allied products; matches colors; performs glazing, paper hanging, stencil lettering; tape, texture and patch wall coverings using trowels, taping knives, texture machines; repairs plaster, sheetrock, cement and marble; stripes parking lots and crosswalks using striping machine. Requires journey-level standing as a painter by completion of recognized apprenticeship or full journey-level status in painters' union or four years' experience for a journey-level painter.

Job Title	Benchmark Description
ELECTRICIAN	Installs, maintains, and repairs work on low voltage electrical equipment and systems of 750 volts or less such as interior wiring and cables, connections for electric machines, switches and controls, fuse boxes, breaker panels, distribution and instrument panels, buzzer and bell circuits, hearing and power circuits, and distribution systems. Requires completion of a recognized apprenticeship as an electrician or full journey status as an electrician in a union or four years' applicable work experience. Vocational training may be substituted for work experience on a year-for-year basis.
PLUMBER/PIPEFITTER/STEAM FITTER	Performs skilled plumbing and/or steamfitting work. Installs, maintains and repairs pipes, storm sewers, septic tanks, sewage mains and laterals, valves, drains, basins, tubs, faucets, lavatories, sinks, gates, hydrants, water coolers, and dishwashers; repairs fixtures; inspects water mains, fixtures, sewer lines, valves, and septic tanks for maintenance and repair needs. Requires completion of recognized apprenticeship in plumbing or steamfitting, or full journey-status in Plumbers and Pipefitters' Union, or four years' experience in State service as a full-time helper to a journey-level plumber or steamfitter.
REFRIGERATION MECHANIC	Performs skilled work in the installation, maintenance, and repair of refrigeration, air-conditioning, and chilled water equipment, systems, and controls. Diagnose, inspect, trouble shoot, and overhaul electrical control circuits, temperature and pressure controls, and all related refrigeration components using manuals, blueprints, and equipment knowledge. Requires journeyman standing as a Refrigeration Mechanic as attested by: Completion of recognized apprenticeship; or full journeyman status in Plumbers and Pipefitters' Union; or five years of experience as full-time helper to a journeyman Refrigeration Mechanic.
MAINTENANCE MECHANIC 2	Performs skilled work in the operation, maintenance, repair, remodeling and construction of buildings, grounds, machinery, mechanical facilities and equipment, and hospital facilities, systems and equipment. Typically requires high school graduation and four years of general work experience in building and equipment maintenance, construction or repair work or completion of a recognized apprenticeship in a skilled mechanic trade.
WELDER - FABRICATOR	Performs skilled oxyacetylene, arc, and other types of welding and burning work. Sets up and welds such items as piping manifolds, metal stairways, machinery guards, brackets, braces, and heavy construction equipment; welds and makes minor repairs on farm machinery, hand tools, hospital beds, laundry and cooking equipment, automobiles, and other metal equipment; operates equipment such as hand or electric pipe threaders, grinding wheels, buffers, and drill presses. Requires completion of a recognized welder apprenticeship or course at welder's training school or four years of experience in welding trade.
EQUIPMENT OPERATOR 2	Operates construction and earth moving equipment, trucks, crawler tractors, power cranes, shovels, graders, and related equipment. Operates bulldozer equipment in clearing land, logging, digging ditches, and building roadbeds; operates acetylene and arc welding equipment; power, foot, and hand shears; hand brake; drill press; power punch, portable and bench buffers, grinders, and sanders, pneumatic hammers, and electric drills; operates 10.12 yard dump trucks with tilt bed trailers, load trucks; operates equipment to demolish and remove debris on construction and alteration projects; removes snow from streets, roads and parking lots; operates road watering, oiling and rolling equipment. Typically requires three years of experience in the operation and maintenance of heavy equipment.

## Educational or Library Services

Job Title	Benchmark Description
VOCATIONAL EDUCATION PROGRAM SPECIALIST	Provides consultation, technical support and review of program compliance for local, secondary and adult education administrators in public or private agencies, or other organizations that deliver vocational education. Consultation services include curriculum development, vocational education specialty programs, compliance audits, site and facility inspections, contract review, and conducting program workshops and training. Typically requires a Bachelor's degree in vocational education and three years of experience as a vocational instructor, counselor, supervisor or administrator in a public or private school or industry, or equivalent.
INSTRUCTION & CLASSROOM SUPPORT TECHNICIAN 1	Assists teacher/supervisor by performing routine instructional support services for academic and vocational instructional programs; assists in preparing course materials; sets up assignments and equipment, demonstrates apparatus used in a shop, classroom or laboratory; assists students with individual and group course work to develop learning skills and address self-help needs; maintains discipline in classroom; administers and scores standardized tests; maintains records of work activities; prepares reports. Typically requires six months to two years of full-time experience/training in the appropriate discipline.
EARLY CHILDHOOD PROGRAM SPECIALIST 3	Positions serve as a specialist responsible for daily operations of an early childhood program or lead worker to lower level staff. Develops, presents, and evaluates developmental education and recreation activities for children. Requires a Child Development Associate Credential (CDA) or equivalent college level education, and two years of experience in an early childhood program.
DEAF INTERPRETER 3	Interprets for deaf students from the most difficult college-level technical lectures and classroom discussions using sign and mouth communication simultaneously; provides tutoring in selected subjects. Typically requires two years of college-level course work and two years of experience interpreting for the deaf of which one year must have been in a classroom setting or equivalent; and, Comprehensive Skills Certification through evaluation by the Registry of Interpreters for the Deaf.
LIBRARY & ARCHIVAL PROFESSIONAL 2	Independently performs professional librarian or archivist duties under general supervision. Provides assistance in collection management including arrangement and description, records accessioning and storage, audits and holdings, and records disposition. Monitors use of collection and identifies records requiring preservation, selects materials for inclusion in collection. Create materials, programs and events that introduce and market collections and services to targeted audiences. Performs original descriptive and subject cataloging and classification. Provides research services and resolves research inquiries. Typically requires a Master's degree in library science from an American Library Association accredited program and one year of professional experience.



## Finance or Insurance

Job Title	Benchmark Description
ACTUARY 2	Performs actuarial analyses and interprets calculations for rate-making, reserving, management reporting, and special studies. Actuarial analyses includes estimating liabilities, rate-making, loss adjustment, underwriting expenses, performance analysis of insured groups, rate level of funds, and financial analysis of insurance entities which involve forecasting, cash flow analysis, and asset liability matching; resolves complex actuarial problems; researches, develops and designs new and alternative actuarial methods for use by staff. Some positions manage the department's actuarial unit, supervising and directing actuarial staff. Typically requires a Bachelor's degree and must be an associate (ACAS) of the Casualty Actuarial Society (CAS); or, an associate (ASA) of the Society of Actuaries (SOA); and four years of actuarial experience in their appropriate specialties.
FINANCIAL LEGAL EXAMINER 2	Performs professional legal work under the laws regulating financial institutions and financial services' companies or issuers. Performs intermediate analysis and/or examinations of regulated entities. Typically requires graduation from an accredited law school and membership in the State Bar Association.
INDUSTRIAL INSURANCE APPEALS JUDGE 3	Schedules and presides over pre-hearing conferences and hearings of appealed claims for industrial insurance disability benefits, occupational safety appeals, rate assessment appeals, medical provider and ergonomic appeals. Writes decisions, including findings of fact and conclusions of law, to determine the claimants' eligibility for compensation, and the duration/degree of disability on which compensation will be based. Issues subpoenas, orders medical and psychiatric examinations, evaluates testimony of expert witnesses, and questions witnesses when necessary. Hearings are adversary proceedings by attorneys in accordance with the rules of evidence and Superior Court civil rules. Proposed decisions become legally binding unless further appealed within prescribed time limit. Positions require active or judicial membership in the Washington State Bar Association; and three years of experience in trial practice or three years presiding over cases, following rules of evidence.
CONTRACTS SPECIALIST 2	Drafts and negotiates contracts for purchase or sale of goods or services. Performs analysis of proposals for technical requirements and cost factors; negotiates with parties on terms and conditions establishing reasonable cost levels, equitable fees and profits; coordinates the evaluation of bids and proposals, termination of agreements, contracts, etc.; assures compliance with the terms of contracts and resolves problems concerning the obligations of either the State or private concerns; settles contractor claims. Typically requires a Bachelor's degree involving major study in public administration, business administration, business law, commerce, economics, or closely allied field and two years of contract administration experience.
BUDGET ANALYST 2	Performs a wide range of responsibilities within the budget division or office in program planning, management methods, and budget analysis; reviews program allotment requests and position actions; recommends program approval, modifications, or disallowance based on established program plans, fiscal, or policy considerations; monitors budget control procedures for compliance with established policies. Typically requires a Bachelor's degree in business, public administration, accounting, economics, or statistics and four to five years of professional experience in budgets, management, or program analysis.



Job Title	Benchmark Description
FISCAL TECHNICIAN 2	Provides support in fiscal, budget, or financial business areas. Applies established procedures in recording, summarizing, and reporting fiscal activities in a variety of work areas such as recordkeeping, auditing, analysis, budgeting, payroll, travel, purchasing, and other types of fiscal operations. Prepares and maintains fiscal records while compiling and ensuring the accuracy of reports. Typically requires high school graduation or equivalent.
CASHIER 2	Uses established guidelines and independent judgment in assigned tasks such as receiving and disbursing funds, preparing receipts, making adjustments to funds, maintaining records, and preparing bank deposits. Typically requires high school graduation or equivalent and 18 months of fiscal-related work such as bank teller or retail sales clerk.
AUDITOR 2	Audits financial records and prepares audit reports for fiscal activities or performs field audits of employer payroll and fiscal records to ensure compliance with laws and regulations. May conduct audits of financial records for compliance with laws, policies and procedures as they relate to vehicle and vessel revenue collections. Typically requires a Bachelor's degree which includes at least 18 quarter or 12 semester hours of accounting or auditing, and two to three years of professional accounting or auditing experience.
AUDIT SPECIALIST - DOT 2	Plans and conducts risk based audits and audits private organizations, local governments, or non-profits. Conducts work in accordance with applicable professional standards including the Institute of Internal Audit Standards and Government Auditing Standards, federal and state laws, and regulations. Typically requires a Bachelor's degree in accounting, business or public administration, economics, computer science, or other related field that includes 10 semester or 15 quarter hours of college level accounting and one year of professional experience in accounting, auditing, finance, banking, investigation, retail management, or other related fields.
FINANCIAL EXAMINER 3	Plans, conducts, and leads complex financial examinations and/or analysis of regulated entities and/or independently conducts comprehensive analysis or portions of a complex analysis of a complex regulated entity involving difficult and advanced legal, technical, and factual issues. Typically requires a Bachelor's degree with major study in finance, business administration, economics, or accounting including at least 12 semester or 20 quarter hours of accounting, finance, or economics and three years of professional experience in one of the following: accounting or auditing; analyzing or examining regulated entities; working for a regulated entity in advanced positions in the areas of lending, operations, analysis of loan or securities portfolios, auditing, reinsurance, investments, information system reviews; or, any combination of the above.
PUBLIC BENEFITS SPECIALIST 3	This is the fully qualified, journey level of the series. Independently manages an assigned financial service workload of intake and initial eligibility determinations and/or on-going maintenance of continuing eligibility in multiple automated eligibility, case management, and workflow systems for cash, medical, food and child care benefit programs. Typically requires fifteen months of experience conducting financial eligibility determinations including financial, food benefits programs, or equivalent, and satisfactory completion of the position specific training program.
TAX INFORMATION SPECIALIST 1	Provides assistance to taxpayers, tax practitioners and the public in determining business license requirements, taxability of complex business transactions and reporting instructions for past, current, and future tax liabilities. Provides authoritative information on tax policy changes and new legislation. Provides education and assistance in obtaining required licenses to ensure businesses are compliant with applicable laws. Typically requires a Bachelor's degree in business or public administration, accounting, public finance or related field and one year of professional experience in tax administration, tax auditing or tax collection.

Job Title	Benchmark Description
REVENUE AGENT 2	Performs collection activities such as seizures, successorships, revocations, delinquent accounts, tax discovery investigations, compliance corporate officer liability assessments, corporate officer liability compliance assessments, and prime contractor liability. Typically requires a Bachelor's degree in business administration, accounting, public administration, police science, economics, criminal justice, sociology, psychology, law, or related field; and one year of experience in personal or corporate finance, law enforcement, adjustment of claims, collection of civil debts, or other related field.
SUPPORT ENFORCEMENT OFFICER 2	Independently initiates and authorizes the establishment, collection, distribution, and/or modification and enforcement of financial, medical, interstate and other child support obligations under the Uniform Interstate Family Support Act. Interprets court and/or administrative orders, determines appropriate enforcement actions, ensures compliance with Federal standards as well as State laws and regulations. Initiates, prepares, signs and serves support enforcement administrative and legal actions and makes child support debt and distribution determinations. Typically requires two years of child support enforcement or debt collection related experience and completion of the Support Enforcement Officer Training Program.

## Health Care or Social Services

Job Title	Benchmark Description
CLINICAL/MEDICAL TECHNOLOGIST 2	Conducts biochemical and microscopic examinations of spinal fluid, smears, blood, sputum, gastric contents, tissue and excreta; prepares staining materials; prepares slides from sample tissues and body cells during surgical operations; secures specimens of blood from patients; determines blood coagulation time and sedimentation rates; makes solutions, and maintains growth and virulence of cultures; makes bacteriological examinations; uses laboratory equipment; makes electrocardiographs, X ray and basal metabolism tests; makes and records readings of test results; keeps clinical laboratory records. Requires a Bachelor's Degree in Medical Technology with a curriculum accredited by the Committee on Allied Health Education and Accreditation of the American Medical Association and certification with the American Society of Clinical Pathologists or equivalent.
LABORATORY TECHNICIAN 3	Supervises or leads technicians and/or assistants in a small laboratory or major specialized unit of a large clinical laboratory and/or may perform a wide variety of complex laboratory procedures and findings. Work is performed in two or more sub-disciplines such as radiation or water chemistry, metabolics, media preparation, parasitology or serology without regular supervisory review. Typically requires five years of clinical, chemical, public health or related laboratory experience. College education involving major study in a laboratory science may be substituted, year for year, for the required general experience. Completion of a course for laboratory assistants, approved by the American Society of Clinical Pathologists, may be substituted for two years of the required general experience.
MENTAL HEALTH PRACTITIONER	Provides mental health diagnostic evaluation, treatment, rehabilitation, and case management services in a multi-disciplinary outpatient setting, and consultation and education to other mental health and health care professionals. Requires a Master's degree in behavioral sciences, such as psychology, psychiatric nursing, occupational therapy, vocational or educational counseling, or social work.
PSYCHIATRIC CHILD CARE COUNSELOR 1	Provides treatment counseling and supervision for severely emotionally, behaviorally and psychologically disturbed children and adolescents in a psychiatric hospital setting serving mental health and forensic admissions. Requires a Bachelor's degree with emphasis in social sciences, education, recreation, psychology or related field; or two years of college with emphasis in social sciences, education, recreation, psychology, or related field and two years of social service experience. This level does not require a licensed psychologist.
SOCIAL WORKER 2 - ACADEMIC MEDICAL CENTERS	As a member of a health care team, provides professional social work services in specialized areas such as Geriatrics, Sexually Transmitted Disease Center, Women's and Children's Program, Emergency Trauma Center, and the Intensive Care Unit focusing on providing direct client/patient care and/or research and/or teaching. Requires a Master of Social Work Degree from a program accredited by the Council on Social Work Education and two years of full-time professional social work experience in a health-care setting eligible to begin social work practicum instruction for the School of Social Work.
RESIDENTIAL REHABILITATION COUNSELOR 2	Provides journey level specialized care and security of violent adult sexual predators. Participates as a team member of a multi-disciplinary team in the implementation of the therapeutic environment/milieu through effective management of treatment plans and proactive interventions; provides assistance with daily support and life skills; conducts and assists with therapeutic group activities; observes, monitors and documents residents' behaviors; escorts residents on outings; provides input and participates in drafting resident treatment plans. Requires two years of experience providing direct care to psychiatric patients, residents or inmates in a residential or in-patient mental health setting, or equivalent.

Job Title	Benchmark Description
PSYCHOLOGY ASSOCIATE	Serves as the psychology specialist for an institutional training, reception/admissions, pre-vocational/vocational, violent geriatric behavior modification program, or to a multidisciplinary team. Has responsibility for a program, project or system within an institution. Subject to supervision and consultation of a licensed psychologist. Incumbents may provide direct psychological services to clients in addition to coordinating, monitoring and managing the assigned program, project or system. Requires a doctoral degree in psychology from an accredited school.
SOCIAL SERVICE SPECIALIST 2	Provides professional level social services under general direction. Responsible for the full scope of social services: licensing, risk assessment intake, case management. Typically requires a Master's degree or higher in social services, human services, behavioral sciences, criminal law/justice or an allied field, and one year of paid social service experience planning, administering, developing, or delivering social, financial, health or chemical dependency treatment services programs.
VOCATIONAL REHABILITATION COUNSELOR 3	Independently provides journey-level vocational rehabilitation counseling and direct case management to a client caseload consisting of individuals with varying degrees of disabling conditions to assist them in achieving a competitive employment outcome. Provides liaison with an array of other programs that co-enroll Department of Vocational Rehabilitation (DVR) clients into their services. Determines work methods within Federal and agency policies to provide needed vocational rehabilitation services under direct supervision of a Vocational Rehabilitation Supervisor and guidance of a Vocational Rehabilitation Counselor 4. Requires a Master's degree in rehabilitative counseling or certification by the Commission on Rehabilitation Counselor Certification, or a Master's degree in any field plus 18 credit or 12 semester hours in specified rehabilitation counseling coursework at the graduate level and three years of paid vocational rehabilitation counseling experience or equivalent.
ATTENDANT COUNSELOR 2	Provides habilitation support services to individuals with developmental disabilities to learn activities of daily living (ADLs) within a residential habilitation center or state operated living alternative (SOLA); develops and implements Individualized program plans and services that are designed to teach and maintain skills to facilitate independence. Typically requires high school graduation or GED and one year of experience working with people with developmental disabilities. In a SOLA, required to obtain and maintain the nursing assistant registered (NAR).
ADULT TRAINING SPECIALIST 2	Under the direction of a higher level Adult Training Specialist, evaluates and assesses learning problems, motor problems, and behavioral problems for adults with developmental disabilities in a residential habilitation center. Develops instructional or therapy materials, techniques, and strategies to provide training and life skills. Requires high school graduation or GED, and completion of 15 specific job related college credit hours, and one year as a vocational trainer of persons with disabilities in a community employment program or sheltered workshop, or equivalent work experience.
MEDICAL TRANSCRIPTIONIST 2	Transcribes, proofreads and edits complex technical medical reports for a broad range of clinical specialties and departments using digital or machine dictation and word processing equipment. Typically requires completion of a two-year college or vocational medical secretary program, or an accredited medical transcriptionist program or equivalent.

Job Title	Benchmark Description
HEALTH SERVICES CONSULTANT 2	Provides technical consultation and assistance to local health departments, clinics, community and other health services providers by performing one or more of the following functions: Disease prevention, health promotion, health education and training of providers and/or public, nutrition services, and health program policy; assisting management in the review, analysis and impact of health legislation, health policy, rule development, and fiscal management; conducting assessment and/or data surveillance activities. Typically requires a Master's degree in public health, health care administration, public or business administration, or allied field and one year of professional management or consultative experience in a health services program or equivalent.
PUBLIC HEALTH ADVISOR 2	Advises and consults with local health departmental personnel and other governmental officials, state institutional care officials, health and residential care providers, other health care professionals, and the public on public health issues and practices; and/or conducts field surveys of health or residential care facilities, correctional facilities, or other sites and evaluates them according to public health program requirements and initiates corrective and enforcement action at the site. Typically requires a Master's degree in public health, environmental health, or allied science with a minimum of 30 semesters or 45 quarter hours in a natural or physical science and two years of professional experience in public health or equivalent.
PATIENT SERVICES COORDINATOR	Coordinates the daily patient flow in patient care areas and provides support services such as triaging patient telephone calls to medical staff, scheduling appointments, registering patients, maintaining patient records and assembling patient charts, and initiating and processing patient charge documents. Typically requires high school graduation or equivalent and three years of general office experience or two years of office or customer service experience in a healthcare setting.
REGISTERED NURSE 2	Provides professional nursing care services to patients that include planning, assessing, diagnosing, implementing, evaluating nursing care, and providing staff direction. Prepares and revises nursing care plans for individual patients; records and administers or oversees the administration of medicine and treatments; assists the physician with physical examinations; records physical and mental condition of patients; may serve as the unit charge nurse for an assigned shift. Requires licensure by the State of Washington as a Registered Nurse and a minimum of one year of nursing experience. Exclude specialty nurses if they receive additional pay for specialty skills, Public Health Nurses who make home nursing evaluations or function as school nurses, and supervisors of other Registered Nurses.
LICENSED PRACTICAL NURSE 2	Provides prescribed patient care under the direction of higher-level nursing personnel. Administers oral and intramuscular medicine; cleanses and dresses wounds; performs post-surgery irrigation; inserts and removes catheters; observes and records patient information, including vital signs; draws blood samples. Requires State licensure as a Practical Nurse and one year of practical experience in a hospital setting.
NURSING ASSISTANT	Under general supervision, assists the medical and nursing staff with tasks involving direct patient care and treatment; takes patients' temperature, pulse, and respiration; applies simple dressings and bandages; gives enemas; collects specimens for laboratory study and performs simple laboratory tests; changes bed linens; cleans patient areas; serves food trays and assists patients in eating; sterilizes equipment; maintains bedside charts and transfers information to permanent charts; assists in observation of symptoms and reports changes in patient's condition. Requires at least one year of direct patient care experience or, completion of an approved course for Medical Assistants and a Washington State license to practice as a "Nursing Assistant-Certified."

<b>Job Title</b>	<b>Benchmark Description</b>
DENTIST	Performs professional dental work such as diagnosing and treating diseases, injuries, and malformations of teeth and gums, and related oral structures. Requires a Doctor's degree from an accredited school of dentistry, a valid Washington State license to practice dentistry, and two years of dentistry experience.
PHYSICIAN 2	Participates in medical treatment of patients, directs medical program for unit or section or in a staff position acts as medical consultant in a medical service program; or within a Division of Developmental Disabilities residential facility provides medical and surgical services to one or more assigned program units as a professional member of an interdisciplinary team. Requires a valid license to practice medicine and surgery and typically four years of experience in the practice of medicine.
PSYCHIATRIST	Supervises and participates in treatment of mentally ill; directs psychiatric treatment program of unit or section; administers psychiatric treatment to mentally ill patients. Requires a valid state license to practice medicine and eligibility for certification by the American Board of Psychiatry and Neurology.
ADVANCED REGISTERED NURSE PRACTITIONER	Provides full spectrum of medical and mental health care services to patients including performing examinations, performing or ordering diagnostic tests, establishing diagnosis, prescribing medications, and instructing patients and family members on continuing care. Requires Washington state licensure as an ARNP and licensure as a Registered Nurse.
DENTAL HYGIENIST 2	Under general supervision of a dentist, performs expanded dental hygiene technical and restorative dental procedures and periodontal therapy such as sub-gingival and supra gingival scaling, root planning, soft tissue curettage, administers local anesthetic injections and nitrous-oxide, places and removes rubber dams, places cement bases, places matrix bands and wedges; condenses and carves amalgam restorations, places composite restorations, performs crown and bridge procedures. Records evaluations of mouth condition and extent of prophylaxis on dental chart to provide dentist with information for more complete diagnosis and subsequent treatment. Counsels patients with severe gum disease. Instructs and advises patients on proper diet for good dental health and on proper dental care. Requires a valid state license as a Dental Hygienist and two years' experience as a Dental Hygienist.
PHARMACIST 3	Performs professional pharmaceutical care to a clinical service such as cardiology, neurosurgery, critical care, transplant services, oncology, psychiatry, diabetes or family or veterinary medicine; provides leadership for specific clinical service areas such as developing education programs and acting as clinical resource for staff. Provides leadership functions related to clinical practice, education and standards of pharmaceutical care such as recommending appropriate pharmaceutical prescription, influencing standards of therapy, and developing the pharmacy component of a clinical service. Requires a valid State license to practice pharmacy and two years of experience in pharmacy practice, or equivalent.
PHARMACY TECHNICIAN 2	Performs a variety of technical pharmaceutical tasks such as compounding medications, preparing prescriptions, preparing intravenous admixtures, and performing order entry of prescriptions into the computer. Responsibilities include preparing prescriptions from physician orders; charging and/or billing functions; monitoring and performing batch preparation of pharmaceuticals; assisting in the training of pharmacy assistants, interns, and students. Requires state Pharmacy Technician certification and six months of pharmacy experience.

Job Title	Benchmark Description
IMAGING TECHNOLOGIST 2	Performs a variety of routine invasive and non-invasive diagnostic and interventional imaging procedures such as fluoroscopy in a clinical setting. Requires satisfactory completion of formal radiologic technology training in an AMA approved school and registration by the American Registry of Radiologic Technologist (ARRT) or one year of technical imaging experience.
DIAGNOSTIC MEDICAL SONOGRAPHER	Performs complex diagnostic ultrasound and/or physiologic examinations and assessments by direct application of high frequency ultrasound instruments to adult, adolescent, geriatric, and pregnant female patients. Requires completion of diagnostic ultrasound program accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and registration in abdominal and obstetrical ultrasound.
RADIATION THERAPY DOSIMETRIST	Performs radiation therapy planning procedures for courses of radiation therapy; performs tumor localizations, dose calculations, and treatment simulations. Typically requires a Bachelor's degree in the physical or biological sciences or, registration in radiation therapy technology by the American Registry of Radiological Technologist (or equivalent organization); and two years' experience in radiation technology and completion of a one year program in medical dosimetry recognized by the American Association of Medical Dosimetrists.
TOXICOLOGIST 2	Evaluates research studies and other technical information on experimental and regulatory toxicology, human clinical toxicology, toxic kinetics, environmental fate/transport to determine potential adverse health and/or ecological effects of exposure to environmental chemicals. Requires a Ph.D. in toxicology or in a health or ecological related science with a major emphasis in toxicology and 1 year toxicology experience or equivalent.
EPIDEMIOLOGIST 1	Perform epidemiological investigations of human morbidity and mortality. In addition, compiles, maintains, and analyzes health data and reports; identifies causative agents resulting in adverse health conditions and purposes corrective actions; provides public health information and consultative services. Typically requires a Master's degree in epidemiology or equivalent.
OCCUPATIONAL THERAPIST 3	Provides occupational therapy services to patients which includes assessment, treatment, program planning and implementation, and related documentation as prescribed by a physician; evaluates and treats patients with a variety of physical and mental disabilities using specialized skills such as driver training or employment capacity evaluation; assists in directing and coordinating occupational therapy programs; instructs occupational therapy assistants and students in occupational therapy procedures. Requires a valid license to practice occupational therapy, successful completion of American Occupational Therapy Association certification examination, and three years of professional experience as an occupational therapist.
PHYSICAL THERAPIST 2	Performs initial assessments of patient condition, plans and administers physical therapy, and evaluates treatment goals and patient progress. Requires completion of a Physical Therapy Program and a current State license to practice as a physical therapist. Exclude: supervisors, program directors or the only therapist in a hospital or company, attendants, and assistants.
PHYSICAL THERAPY ASSISTANT 2	Performs physical therapy treatments for patients with complex medical problems, assist the physical therapist with tests and measurements, and assist in the clinical education activities of the physical therapy department. Typically requires an Associate of Science degree in physical therapy from an accredited program that includes patient treatment affiliation and physical ability to move patients and equipment.



Job Title	Benchmark Description
SPEECH PATHOLOGIST/ AUDIOLOGIST SPECIALIST 1	Provides professional speech, language, and/or audiology services to individuals with communicative disabilities such as language or articulation disorders, hearing loss or impairments, cerebral palsy, cleft palate, stuttering or voice disorders, neurological speech disorders, or delay/disordered articulation and language. Typically requires a Master's in speech pathology/audiology or communicative disorders or equivalent degree approved by the American Speech/Language and Hearing Association and a Certificate of Clinical Competence from the American Speech/Language and Hearing Association.
RESPIRATORY CARE SPECIALIST	Provide clinical expertise, quality assurance, research coordination, and continuing education of staff for a specialized area of respiratory care; assist in the management of the respiratory care program, delivery of patient care and development of staff; act as liaison with all medical center departments. Requires licensure as a Respiratory Care Practitioner. Typically requires completion of a respiratory care program and three years of respiratory care therapy experience.
ORTHOPEDIC TECHNICIAN 1	Performs basic orthopedic activities such as applying, mending, and removing casts, splints and dressings; fits, maintains, and repairs appliances; and instructs patients in orthopedic treatment and devices. Typically requires completion of a Medical Assistant course accredited by the American Association of Medical Assistants or the committee on Allied Health Education and Accreditation (CAHEA) and 1 year experience of direct patient care.
DIETITIAN 1	Performs nutritional assessment, management and education; screens and evaluates all aspects of nutrition care; formulates modified and/or therapeutic diet menus based on physician's recommendation for patients; trains and/or instructs cooks, food service aides, patients or students in preparation of special diets; coordinates and evaluates food production, distribution, and service systems; develops, organizes, implements and evaluates nutrition education for patients. Typically requires registration as a "Dietitian" by the American Dietetic Association.
HOSPITAL CENTRAL SERVICES TECHNICIAN 1	Responsible for receiving, decontaminating, assembling, sterilizing, and storing instruments, operating room basin sets, utensils, equipment and supplies according to procedures and techniques in a hospital central services unit and/or materials management stockroom. Typically requires completion of a recognized Central Supply Technician course.
HISTO- TECHNOLOGIST	Performs complex procedures in all anatomic laboratories such as flow cytometry and immunocytochemistry and assists in the technical operation of a laboratory. Typically requires certification as a histotechnologist by the American Society of Clinical Pathologists.
CLINICAL CYTOGENETIC TECHNOLOGIST	Performs cytogenetic laboratory procedures that lead to diagnostic reports using the International System for Cytogenetic Nomenclature. Establishes cultures from peripheral blood, bone marrow, amniotic fluid, and tissue biopsies; prepares stain and analyzes chromosomes to present recommended diagnosis. Typically requires a Bachelor's degree, certification as a clinical laboratory scientist, and two years' experience in a cytogenetic laboratory.
OPTICIAN, LICENSED - DISPENSING	Provides direct optical services including measuring, dispensing, and adjusting eyeglasses, contact lenses, and other optical devices as prescribed. Requires a Washington State Dispensing Optician License.



Job Title	Benchmark Description
ANESTHESIOLOGY TECHNICIAN 2	Prepares, operates, and maintains anesthesia equipment such as ventilator, patient monitor, blood gas analyzer, and centrifuge; assists medical staff with technical problems related to patient anesthesia delivery; sets-up monitors and troubleshoots monitor malfunctions. Typically requires an Associate of Arts degree in biomedical electronics or related field.
ELECTROCARDIOGR APH TECHNICIAN 2	Performs non-invasive cardiac testing such as treadmill tests, ECGs, vector cardiograph, etc. for inpatient and ambulatory populations. Typically requires high school graduation, one year experience as an ECG Technician, certification in cardiopulmonary resuscitation, and certification by the National Alliance of Cardiovascular Technologists.
RESEARCH TECHNOLOGIST 2	Assists in determining most suitable methods to be used in scientific research; performs scientific investigative procedures requiring application of professional judgment; interprets results and determines whether they are consistent with experimental goals; reviews literature; modifies experimental procedure or technique to obtain optimal experimental results; assists in the assembly, organization and interpretation of data. Typically requires Bachelor's degree in an appropriate field of technology or science and one year of research experience; or, one year of full-time post-baccalaureate college in an appropriate field of science or technology. Professional level experience may substitute year-for-year for the formal academic degree.
PSYCHIATRIC SOCIAL WORKER 2	Performs journey-level professional psychiatric social work in a mental hospital, juvenile training school, or correctional institution. Responsible for individual and group interviews and treatment programs; prepares socio psychiatric case histories; participates in diagnostic formulations; assists medical staff in evaluating patient's readiness for release; counsels patients, relatives, employers, and others on matters related to patient's welfare; evaluates and makes recommendations regarding foster homes; evaluates patient's behavior to ensure community safety. Requires a Master's degree of social work from a program accredited by the Council on Social Work Education and one year of full-time experience counseling mentally or emotionally disturbed individuals or one year of full-time professional casework experience.
DEVELOPMENTAL DISABILITY CASE/RESOURCE MANAGER	Provides advanced level of social services, specialized case and resource management for persons with developmental disabilities and their families. Independently manages a caseload, final decision authority for eligibility determination, interprets state and federal regulations to service providers and stakeholder groups, coordinates placement and services. Develops corrective action plans and reports in response to evaluations Quality Improvement AFH visits and other audits. Typically requires a Bachelor's degree in social sciences, social services, human services, behavioral sciences or an allied field and two years of experience providing professional social services to people with developmental disabilities.
WORKSOURCE SPECIALIST 4	Under general supervision, independently manages an assigned caseload. Provides direct professional services to customers. Determines eligibility for programs, administers and interprets skill, interest, and aptitude tests assessments, identifies and analyzes employment barriers with job seekers, develops individual written employment plans to resolve barriers to employment. Provides coaching and mentoring to lower level staff. Typically requires A Bachelor's degree in social science, business administration or related field and three years of professional level experience in workforce development, social or human resource services, public relations, or professional public contact work.

## Hospitality, Accommodation, Food Services, or Personal Services

Job Title	Benchmark Description
COOK 2	Performs skilled cooking duties and supervises/leads food preparation. Prepares food items according to standard menus, recipes, and verbal instructions; inspects food being prepared to ensure proper quantity, quality, and handling. Typically requires two years' cooking experience in a large-scale food service or culinary operation. Completion of course in large-scale cooking may be substituted for one year of experience.
FOOD SERVICE MANAGER 2	Manages the food service department where 12,000 to 30,000 meals are prepared each month. Supervises others engaged in planning menus, ordering, storing, and maintaining inventories of foods and supplies, preparing and serving meals, and planning and preparing modified diets and menus to conform to medical care programs. Typically requires three years of supervisory or lead work experience in large-scale food operations involving work in the planning, organization, and production of meals, food procurement, storage, and preparation or equivalent related work.
LAUNDRY WORKER 1	Operates washing machines, extractors, mangles, and presses; prepares bleaching, starching, bluing, and sterilizing solutions; adds starches, bleaches, and disinfectants; washes, dries, irons, and presses institution clothing and linens; receives, counts, marks, sorts, folds, bundles, and ties laundry; arranges for distribution of laundry; oils, cleans, and makes adjustments and minor repairs to laundry equipment. Typically must successfully complete training in laundry operations within six months of employment.

## Information Technology

Job Title	Benchmark Description
IT APP DEVELOPMENT - JOURNEY	Performs work that involves the design, documentation, development, modification, testing, installation, implementation, maintenance and support of new or existing applications software. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT ARCHITECTURE - JOURNEY	Performs work that involves the analysis, planning, design, implementation, documentation, assessment, governance and management of the structural and decision making framework to align IT strategy, plans and systems with the mission, goals, structure and processes of the organization. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.

Job Title	Benchmark Description
IT BUSINESS ANALYST - JOURNEY	Performs work that involves applying analytical processes to the planning, design and implementation of IT systems to meet the business requirements of customer organizations. Also includes the work of translating business needs to technical requirements. These activities apply to establishing new IT systems as well as improving existing IT systems. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT CUSTOMER SUPPORT - JOURNEY	Performs work that involves the planning and delivery of customer support services, including installation, configuration, troubleshooting and customer assistance for customer technology. For example: desktop computers, phone, laptops, email accounts and video conferencing. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT DATA MANAGEMENT - JOURNEY	Performs work that involves the planning, development, implementation, designing and administration of IT systems for the acquisition, storage and retrieval of data. This does not include business users such as research and business analyst that use data systems to compile data for analysis. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT NETWORK & TELECOMS - JOURNEY	Performs work that involves the planning, analysis, design, development, testing, configuration, installation, implementation, integration, maintenance and/or management of networked systems used for the transmission of information in voice, data and/or video formats. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT POLICY & PLANNING - JOURNEY	Performs work that involves a wide range of IT management activities that typically extend and apply to an entire organization or major components of an organization. This includes strategic planning, capital planning and investment control, workforce planning, policy and standards development, resource management, knowledge management and auditing. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT PROJECT MANAGEMENT - JOURNEY	Performs work that involves the monitoring or management of technology projects using standard project management techniques. Includes creating projects estimates, reporting, resource and capacity planning. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.

Job Title	Benchmark Description
IT QUALITY ASSURANCE - JOURNEY	Performs work that involves monitoring the software engineering processes and methods used to ensure quality. QA encompasses the entire software development process, which includes process such as requirements definition, software design, coding, source code control, code reviews, software configuration management, testing, release management and product integration. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT SECURITY - JOURNEY	Performs work that involves ensuring the confidentiality, integrity, and availability of systems, networks, and data through the planning, analysis, development, implementation, maintenance and enhancement of information systems security programs, policies, procedures and tools. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT SYSTEM ADMINISTRATION - JOURNEY	Performs work that involves planning and coordinating the installation, testing, operation, troubleshooting and maintenance of hardware, software systems and systems environment. Includes defining or coordinating common processes or procedures to support IT operations. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT VENDOR MANAGEMENT - JOURNEY	Performs work that manages IT vendors and ensures that all service level agreements (SLAs) or underpinning contracts for IT services across the organization are delivered according to specifications. Work also includes working with IT, business units, and contract managers in identifying and evaluating technology services providers that are consistent with the organizations business strategy and architecture. Sample Job-Level Competencies: Fully competent, professional working knowledge of the principles, concepts and methodology at a proficient level in area(s) of assignment which has been gained by job experience or relevant advanced education. Requires competence to work on the majority of assignments independently with the exception of the most complex. Work is primarily focused on the modification, development or maintenance of existing technology.
IT SUPPORT TECHNICIAN 2	Independently performs a variety of recurring routine technical IT support tasks such as installing and configuring workstation desktops, completing minor desktop repairs, maintaining network adapters and peripherals, repairing hard drives, upgrading memory, and configuring and documenting telephone systems. Two years of experience performing non-technical IT-related activities such as processing helpdesk tickets, resolving routine issues through discussion with customer, changing and resetting passwords, and maintaining network user accounts.

## Media or Communications

Job Title	Benchmark Description
ELECTRONIC MEDIA PRODUCER LEAD	Produces, organizes and directs all phases in the production of digital multimedia, television programs, films and audio/video instructional materials. Leads production staff in the design, production and editing of recorded or live digital multimedia and television programs. Requires a Bachelor's degree with major field of study in television, communications, or instructional media, and five years progressively responsible experience in television and audio production with instructional television specialization.
PHOTOGRAPHER 2	Performs a variety of technical photographic tasks. Takes still pictures of medical, scientific and/or other technically difficult and fragile subjects such as biochemical gels and anatomical specimens. Takes still pictures of art work, rare maps, books, archival specimens and clinical and surgical procedures. Typically requires three years of experience in still photography.
DIGITAL PRINTING SPECIALIST	Sets up, operates and maintains high speed production digital printing equipment to produce complete variable and/or copy projects. Operates high speed cut sheet or roll fed digital printing equipment with associated finishing options to produce high quality black and white or color print jobs. Positions utilize equipment hardware and software to set up jobs in accordance with customer specifications. Typically requires high school graduation or GED, and two years' experience operating high speed digital printing equipment.
COMMUNITY OUTREACH & ENVIRONMENTAL EDUCATIONAL SPECIALIST 2	Coordinates and implements environmental/conservation education and community outreach programs; determines the need for information; researches and selects appropriate educational/outreach materials; makes presentations to students, the public, and/or governmental employees; plans workshops, conferences, seminars, meetings, and/or hearings for a specific program; prepares educational and/or community outreach surveys or reports. Typically requires a Bachelor's degree involving major study in environmental, physical, or natural science, education, communications or closely related field and one year of professional experience involving environmental analysis or control, environmental planning, environmental education, community outreach, or communications activities; or equivalent education/experience.
LAW ENFORCEMENT EQUIPMENT TECHNICIAN 2	Performs work in the layout, installation and/or removal of two-way radio systems, sirens, citizen band and communications equipment, electronic, and safety equipment in vehicles, boats and aircraft. Provides training and quality control. Assists technicians in construction of electronic equipment and modification of communications equipment and devices; operates hand and power tools in construction of chassis, control panels, cabinets and mounting devices for radio and testing equipment. Typically requires graduation from high school or GED and four years of experience in the installation and removal of any two of the following types of equipment: radio systems, sirens, citizen band, electronic or safety. A valid General Radiotelephone Operator license issued by the Federal Communications Commission will substitute for two years of experience.
COMMUNICATIONS OFFICER 1	Serves as a senior operator in a communications center, public safety or law enforcement station, emergency system network and mobile unit, or rescue and fire protection agency. Positions transmit, receive, and relay information concerning public safety and law enforcement activities to, from, and between mobile units and stations, other state, county, and federal law enforcement agencies, and the public by means of radio, multiline telephone systems, computer terminals, private line

Job Title	Benchmark Description
	intercom systems, and other telecommunications devices. One year of equivalent experience as a public safety emergency service dispatcher for a police, fire, or emergency medical services (EMS) in a city, county, or federal governmental agency. Excludes: dispatching for tow truck and wrecker companies, private ambulances, cabs, UPS, etc.
COMMUNICATIONS SYSTEMS DESIGNER	Performs professional design, development and testing of highly complex and technical electronic systems to support the operations and maintenance of a statewide information and data microwave/fiber optic network. Researches, compiles and interprets data; develops design criteria and standards for all types of systems, including highly technical communications control, test and data transmission; writes and originates instructions, test procedures and technical and maintenance data for service support manuals for the guidance of technical and operational personnel. Typically requires a Bachelor's degree in engineering, mathematics or physics and four years of experience in highly technical, solid-state circuit design within the past six years involving audio frequencies, radio frequencies (VHF and UHF), control circuits, logic design and display systems.
COMMUNICATIONS CONSULTANT 3	Plans, organizes, and determines need for informational and/or public relations activities; consults with and advises departments on most efficient and most suitable means of producing work. Gathers information, writes, edits, lays out, and proofreads materials for major communication projects such as reports, newsletters, magazines, news releases, speeches, websites, and radio and television announcements. Typically requires a Bachelor's degree in English, Communications, Journalism, Humanities, Public Relations, or related field and three years of writing/editing experience or equivalent education/experience.

## Professional, Scientific, or Technical Services

Job Title	Benchmark Description
NATURAL RESOURCE SCIENTIST 2	Performs professional natural resource scientific work including environmental study and analysis. Conducts surveys, analyzes and records field conditions; gathers and evaluates sample data; formulates and justifies conclusions and recommendations; writes reports, implements environmental policy or law through scientific work. Natural resource science includes forestry, forest management, ecology, fish or wildlife biology, conservation biology, zoology, aquatic ecology, entomology, botany, horticulture, geology, engineering geology, or other related natural resource disciplines. Typically requires a Bachelor's degree and three years of professional research work. Four years of professional scientific research experience will substitute for Bachelor's Degree and a Ph.D. degree will substitute for all of the required experience, provided the field of major study was in the specific specialty.
DATA CONSULTANT 2	Performs journey level data consulting work. Plans and conducts research and data and/or statistical analysis. Outlines, organizes, and executes non-routine technical data or statistical analysis. Works with team leaders and members to solve client analytics issues, documents results and methodology. Writes or edits narrative reports for special or annual reports. Typically requires a Bachelor's degree with coursework in statistics and one year of professional experience in research and/or statistical analysis.



Job Title	Benchmark Description
FORENSIC SCIENTIST 3	Performs complex analyses of physical evidence in criminal cases submitted to the forensic laboratory; interprets analytical results, prepares written opinion reports, and testifies as experts in courts of law. Complex analysis involves casework where applied research, method modification, or a unique approach may be necessary. Typically requires a Bachelor's degree in forensic science or related field and three years of technical experience in a forensic science laboratory performing analyses of physical evidence.
PROPERTY & EVIDENCE CUSTODIAN	Receives into custody evidence, seized vehicles, and recovered and abandoned property; disposes of evidence and property. Provides expert testimony in courts of law certifying to the chain of evidence; responds to incident scenes gathering evidence into custody. Typically requires high school graduation and three years' experience in a law enforcement agency in the collection, preservation, safeguarding, and disposal of evidence and property or two years of experience as a sworn law enforcement officer.
HYDROGEOLOGIST 3	Applies theories and practices of hydrogeology in review of major ground water and surface water development projects; hydrogeological research; complex investigations of water right conflicts. Develops and uses computer models to analyze site specific concerns, water quality and contamination problems, and administers the Water Code, Ground Water Quality Standards, Waste Regulations, or related State and Federal laws and regulations. Typically requires a Bachelor's degree in hydrogeology, hydrology, geology, or closely allied field and three years of professional experience as a hydro geologist, hydrologist, geologist, or closely allied profession. Requires possession of a valid Washington State Geologist license. Some positions may require possession of a Washington State Engineering Geologist specialty license and/or a Washington State Hydro Geologist specialty license.
MICROBIOLOGIST 2	Performs assignments in one or more microbiological sub-disciplines such as bacteriology, mycology, mycobacteriology, milk and water bacteriology, enteric bacteriology, virology, or serology. Works in a laboratory which is used as a standards reference by other public or private laboratories, adapts, establishes, evaluates laboratory procedures for tests performed by their subordinates or themselves, and/or performs assignments in one or more of the above microbiological sub-disciplines. Requires a Bachelor's degree with a major study in microbiology or similar and two years of professional experience in a microbiology laboratory.
CHEMIST 2	In a chemical or biochemical laboratory, selects appropriate procedures and conducts chemical testing and analyses on organic, inorganic, radiochemistry, or biochemical substances to determine compliance with regulations, suitability for consumption, use or exposure; documents and validates test data. Requires a Bachelor's degree with a major in chemistry or a Bachelor's degree with a minimum of 30 semester hours or 45 quarter hours of college level chemistry and two years of experience performing chemical analysis in an analytical laboratory.
NATURAL RESOURCES TECHNICIAN 2	Performs a variety of technical duties related to land management and development, soil conservation, pesticide laws and application, fish and wildlife habitat, general farming, silviculture practices, resource protection, and/or the repair and maintenance of equipment, buildings, and grounds; helps assess habit needs for fish and wildlife; conducts fish and wildlife census counts and surveys; plants, fertilizes, and cultivates cover and feed crops; mows and rakes hay; harvests grain and seeds; sprays crops, trees, and weeds; plants, prunes, and trims trees and shrubs to provide better habitat; performs sub-journey work in the construction and repair of building and other structures, roadway, pathways, fences, marine docks and related facilities; may act as a project coordinator on construction and maintenance projects. Requires three years of experience maintaining and enhancing habitat areas including buildings and grounds.

Job Title	Benchmark Description
SCIENTIFIC TECHNICIAN 2	Performs a variety of technical scientific duties in laboratory and/or field. In addition to collecting field data, incumbents also review, record, and tabulate data gathered by themselves and/or others. Incumbents assigned to a laboratory perform duties using established procedures that require or allow minimal modification. Typically requires graduation from high school or GED and two years of laboratory or field experience as an assistant to a biologist, chemist, or zoologist. College course work involving major study in biology, zoology, fisheries, chemistry, natural sciences, or closely allied field will substitute, year for year, for experience.
NATURAL RESOURCE SPECIALIST 2	Independently plans, prioritizes, coordinates and implements forest eco-system programs (resource management and/or regulatory) or contract management and land development activities within agricultural, aquatic, and/or commercial lands program(s) in an assigned geographic area or district. Provides technical environmental advice regarding the use and impact of state and federal environmental protection laws and/or environmental education. Serves as a project lead on timber sales and silvicultural activities; recommends changes to project layout and design. Requires a Bachelor's degree involving major study in forestry, agriculture, aqua culture, geology, recreation, or related natural science and one year of professional experience in a related natural resource specialty area.
FISH & WILDLIFE BIOLOGIST 2	As a journey-level biologist under general supervision, independently conducts professional biological studies; responsible for monitoring, restoration, management or research of fish, wildlife, lands or habitat. Using predefined methodologies and/or predetermined criteria, biologists in this class also interpret data in relation to laws, rules, and regulations to make decisions in response to emerging situations in the field. Using established procedures, collects, organizes, provides analysis and assessment of fish, wildlife, lands or habitat management data. Typically requires a Bachelor's degree in fisheries, wildlife management, natural resource science, or environmental science and one year of relevant professional experience.
VETERINARY SPECIALIST 2	Coordinates and performs skilled veterinary technical duties; assists in the evaluation and implementation of new techniques and equipment; assists in assessing the impact of new programs, operating procedures and requirements. Duties include monitoring and maintaining quality control and safety standards; overseeing records maintenance, routine equipment maintenance and ordering and maintenance of supplies; preparing and assisting in animal surgery; administering anesthetics and injections; performing radiology procedures and processing films. Typically requires an Associate degree from an accredited school of animal technology, or registration, certification or licensure in an animal or veterinary technician and one year of experience
LAND SURVEYOR 3	Coordinates unusually critical or complex projects; coordinates the work of several survey parties, survey contracts, and a technical office support staff in the accomplishment of control surveys, calculations, and related mapping and digital data entry into the GIS to establish and maintain property boundaries and corners; assists with development of long-range survey plans, budget needs, technical standards, procedures, and training needs; responsible for approving, writing and sealing legal descriptions for the purpose of land sales, exchanges, purchases and leases. Requires the incumbent be a licensed land surveyor.



Job Title	Benchmark Description
FACILITIES ENGINEER 2	Manages minor plant operations problems and/or minor construction repair or improvement of facilities and/or utilities systems or specific segments of larger projects or systems. Performs complex engineering assignments; e.g., identifying and resolving engineering problems related to area drainage, overloaded electrical distribution systems or components, inadequate ventilation systems, designing lighting systems, and facilities remodeling. Prepares complex designs and specifications for assigned projects. Typically requires a Bachelor's degree in engineering and two years of applicable experience.
CIVIL ENGINEER 3	Performs professional civil engineering work in charge of unit of other professional engineers, or as specialist. Conceives, lays out, designs, and supervises engineering projects, such as roads, dams, bridges, buildings, structures, stream improvements, and boat launching ramps; assigns and supervises professional and sub-professional engineers in completion of such projects. Requires registration as a professional engineer in the branch of civil engineering in the State of Washington or another state based on registration requirements equivalent to those in Washington
ELECTRICAL ENGINEER 3	Serves as a senior-level electrical engineering specialist who may direct other professional engineers. Supervises design, engineering, construction and/or maintenance projects; acts as electrical and mechanical expert in furnishing advice to professional engineers. Requires knowledge of engineering principles, practices and methods with emphasis on electrical and mechanical design; hydraulics and hydraulic structures; surveying and mapping and registration as a professional engineer in the branch of either electrical or mechanical engineering.
ENGINEERING TECHNICIAN 2	Designs, develops, modifies, constructs, installs, calibrates, tests, and repairs instruments, apparatus, and equipment within a scientific, instructional or engineering application. Working from specifications defined by investigators or scientists, designs various apparatus such as data-acquisition system interfaces, robotic and numerical control tooling, or other mechanical, electro-mechanical, agricultural, hydraulic, pneumatic, or electronic devices; design analog and/or digital interface(s) for pieces of equipment within the system; performs skilled and precision machine tool work and assembly skills to construct instruments, apparatus and equipment; determine materials requirements. Typically requires four years of experience as an engineering technician or equivalent education/experience.
ARCHITECT 1	Performs professional architectural work in the development of plans and designs for new state-owned or leased buildings, structures or facilities and the alteration of existing building structures or facilities. Requires registration as an architect in Washington State or in a state having reciprocity with Washington.
DRAFTING TECHNICIAN 2	Prepares design detail and assembly drawings for use in construction of various equipment and buildings; prepares graphs, charts, and drafting displays for publication and engineering journals; draws schematics, wiring, or block diagrams from sketches, parts, and instructions; produces working engineering drawings. Typically requires two years' experience at the drafting technician level or equivalent except when there are legal requirements, such as a license/certification/registration.

Job Title	Benchmark Description
CARTOGRAPHER 3	Performs professional cartography projects and/or activities providing geographic products, services and/or information using conventional and/or computerized methods; produces custom maps or map/data products or develops procedures; designs, compiles and produces by hand or through computerized equipment new county, city, administrative and township maps utilizing field reports, engineer's plans and plats, aerial photographs, U.S.G.S. quadrangles, Coast and Geodetic charts and other reliable sources. Requires a Bachelor's degree in cartography, geography, photogrammetry, geographic information systems, computer sciences, remote sensing, land survey, civil engineering, natural resources or closely related field and one year of professional cartographic or geographic information systems production experience.
LABOR RELATIONS ADJUDICATOR/MEDI ATOR 2	Independently performs advanced labor relations adjudication and mediation work involving employers and unions throughout the state. Serves as presiding officer, mediator, examiner, hearing officer, and arbitrator. Implements statutory procedures for resolution of complex, financially significant and sensitive labor-management disputes. Cases involve media interest, threat of disruption to public services, controversial issues, and the absence of controlling precedents. Typically requires a law degree and five years' experience in collective bargaining with major work assignments in negotiations, contract administration or related work as a neutral, union or management representative, mediator, hearing officer or examiner, arbitrator or educator in the above areas or equivalent.
HEARINGS EXAMINER 2	Conducts hearings of contested issues in which two or more parties are represented by counsel; makes independent determinations of procedure and admissibility of evidence. Responsible for the entire process of pre-hearing conferences, hearings, and issuance of findings and orders. Typically requires admission to practice law in the state or graduation from an accredited school of law and current admission to practice before the highest court of a state and one year of experience as hearings examiner in a governmental agency or two years of experience as an assistant attorney general or two years of trial practice.
LEGAL ASSISTANT 2	In a legal or judicial setting, provides journey-level legal support functions for attorneys, administrative law judges, industrial insurance appeals judges or review judges. Independently performs tasks such as: ensuring and verifying timely and proper service of legal documents; scheduling depositions, conferences and hearings; calculating, verifying and calendaring critical events and other dates; scheduling witnesses; managing case documents, files and exhibits; tracking and organizing discovery documents; interpreting local, state and federal courts, boards and commissions rules in preparation and filing of legal documents. Typically requires three years secretarial experience and/or training, including one year of legal secretarial experience.
PARALEGAL 2	Performs complex paralegal work which, absent the paralegal, would be performed by an attorney. Includes legal research in selected areas, shepardizing cases, analyzing case fact situations for legal issues identification and development of legal strategy. Typically requires graduation from an accredited two year paralegal program plus two years' experience as a paralegal or equivalent education/experience.
ELECTRONICS TECHNICIAN 2	Performs layout, construction and installation of radio communications, electronic systems, computerized security systems, and safety equipment. Troubleshoots and diagnosis malfunctions; maintains, repairs and tests analog, and/or digital electronic equipment. Delivers and installs equipment, calibrates test equipment, constructs electronic circuits and assemblies, punch block panels, or module or board swaps. Typically requires three years' experience as an electronics technician. Training in electrical engineering, electronics, physics, chemistry or closely related field may be substituted for up to two years of the required experience.

Job Title	Benchmark Description
LOCKSMITH	Perform skilled duties in mechanical and electronic locking systems including repair and installation work. Manages and maintains computerized master key control system/schedule of locks and keys. Repairs and maintains parking meters and time clocks. Inspects key and locking systems for buildings; duplicates keys; changes combinations of safes and vaults; performs emergency keying and opening services on locks and safes. Typically requires three years' experience as a locksmith helper/trainee, or journey-level standing as a locksmith.
INSTRUMENT MAKER 2	Performs complex high precision work by setting up and operating precision manual and/or computer numerical controlled (CNC) machine tools such as lathes, mills, jig borers, horizontal boring mill, grinders, and drill presses to fabricate parts for research, academic and medical purposes. Performs limited design and project coordination duties of part fabrication such as designing basic jigs and fixtures, determining set-up and machine settings for manufacturing parts, and troubleshooting and repairing mechanical equipment. Works from computer-aided design (CAD), blueprints, sketches, diagrams; writes computer numerical control programs. Typically requires two years of experience or equivalent education.
AUTOMOTIVE MECHANIC	Performs service and repair on light and medium automobiles and motorized farm equipment, and occasionally heavy construction or related equipment such as power generators, hydraulic systems, and diesel engines. Diagnoses mechanical and electrical problems, develops working plans and cost estimates, overhauls, rebuilds, or repairs drive train components, frame, and chassis. Operates mechanical and electrical test and measurement equipment. Requires completion of a recognized apprenticeship as an automotive or motorized equipment mechanic, or four years of applicable work experience or equivalent.
EQUIPMENT TECHNICIAN 3	Diagnoses equipment failures and performs preventive maintenance and repairs on medium and heavy diesel powered vehicles over 15,000 gross vehicle weight (GVW) and heavy diesel powered construction equipment. Responsibilities include: Overhauling heavy construction vehicles and accessories; Operating a variety of mechanical, electrical, and hydraulic diagnostic equipment. May lead or supervise and train other positions (e.g. truck drivers, utility workers, painters, maintenance mechanics, or electricians). High school graduation or possession of a GED certificate and three years of experience in the performance of preventative maintenance and repairs assisting a journey level mechanic, or equivalent.
TRANSPORTATION SPECIALIST 2	Analyzes routine transportation regulatory issues. Researches effect of proposed changes on procedures and makes recommendations on strategies. Conducts general transportation projects and makes recommendations for implementation. Works with carriers, shippers, state agencies and the public in routine rate and authority matters; answers inquiries from carriers and the public regarding tariff and/or operating authority issues. Typically requires a Bachelor's degree in business administration, public administration, transportation or allied field; and one year of experience. College level education in the above fields will be substituted, on a year-for-year basis, for experience.
INDUSTRIAL HYGIENIST 2	Maintains the Federally approved state occupational safety and health program to meet requirements of the Industrial Safety and Health laws and regulations. Conducts enforcement inspections and/or investigations of workplaces to assess existing and potential health hazards; determines compliance with standards; exercises compliance authority in issuing citations including orders and notices of immediate restraint. Typically requires a Bachelor's degree involving major study in occupational safety or related field and one year of experience as an industrial hygienist or equivalent.

Job Title	Benchmark Description
ENVIRONMENTAL CONTROL TECHNICIAN 2	Performs complex technical duties in hazardous chemical disposal, fire protection, general safety, vector control, and environmental sanitation; interprets results of field inspections; evaluates and recommends proper practices in compliance with standards and regulations including emergency situations; collects, transports, and disposes of hazardous chemical waste. Typically requires a Bachelor's degree in science, engineering, or related field and two years of experience as an environmental control technician or equivalent.
RADIATION HEALTH PHYSICIST 3	Responsible for the activities of a specific program and is designated the program lead for one of the following programs: X-Ray Inspections, Radioactive Materials Inspections, Radioactive Materials Licensing, Uranium Mills, Radwaste, Environmental Assessment, Trojan Fixed Nuclear Facility Emergency Response; and, is a member of a radiation emergency response team. Typically requires a master's degree in radiological health, radiation safety, health physics or closely related field and two years' professional experience in an official radiation control program or equivalent.
FISH HATCHERY SPECIALIST 2	Performs a variety of journey level technical and scientific fish culture duties and hatchery related maintenance. Duties may include marking, identifying and sorting fish; monitoring fish behavior; administering drugs and anesthetics by injection or immersion; calibrating and sterilizing inoculation equipment; examining mortalities for clinical signs of fish pathogens; compiling and recording data for biological analysis; making repairs to structures such as buildings, docks, rearing vessels, and net pens. Requires an Associate's degree in fisheries technology or closely allied field and one year of experience performing fish culture duties in a hatchery.

## Public Administration

Job Title	Benchmark Description
INVESTIGATOR 2	Conducts investigations for allegations of fraud, misconduct, discrimination, fraudulent and unfair business practices, or other claims. Investigates and resolves complex civil or criminal cases characterized by multiple claimants, internal personnel investigations, fraud or collusion among claimants, employers and providers, alleged violations within the vehicle/vessel industry, or allegations of welfare fraud. Typically requires three years of experience as an investigator with a criminal justice agency or criminal investigative agency of the armed forces, or investigating personal backgrounds, unfair and deceptive business practices, insurance casualty claims, or other equivalent field.
WEIGHTS & MEASURES COMPLIANCE SPECIALIST 2	Fully qualified, journey level of the series. Enforces state and federal weights and measures laws; inspects and tests large capacity scales (10,000 lbs or more), railroad track scales, flow rate meters, taxi meters, vehicle-tank meters and test devices used to implement new technologies such as alternate fuels and time and distance measuring devices; investigates consumer complaints; provides technical advice to business operators. Typically requires a valid license to operate a motor vehicle, one year of experience as a weights and measures inspector, two years of experience in the design, inspection, maintenance, repair and/or installation of weighing or measuring devices, an Associates degree or higher with major course work in mathematics, chemistry, physics, engineering, electronics, criminal justice, business administration or allied fields and National Conference on Weights and Measures professional certification.

<b>Job Title</b>	<b>Benchmark Description</b>
CONSUMER PROGRAM SPECIALIST 2 - UTC	Performs professional activities related to investigating and regulating privately owned public utilities or transportation companies. This includes organizing and managing consumer issues in a caseload of general rate cases; docketed tariff revisions; multi-tariff proposal notices; formal complaints; industry specific rule makings; and initial, recurring, and appealed informal consumer complaints. Typically requires a Bachelor's degree and three years of experience conducting professional level research, dispute resolution, investigation, claims adjustment, or equivalent education/experience.
REGULATORY ANALYST 2	Performs economic, financial, or policy analysis and provides technical assistance on complex regulatory matters. The work assigned is on legal, technical and/or factual issues, the analysis of several related and unrelated issues, and requires the incumbent to exercise independent judgment. Typically requires a Bachelor's degree involving major study in economics, accounting, business or public administration, finance, social sciences, engineering, law or related field and three years of professional research or analysis experience with an institution engaged primarily in regulatory matter or equivalent.
LICENSING SERVICES REPRESENTATIVE 2	Approves and issues driver licenses and/or vehicle titles, registrations, tags and related permits to the public. Verifies authenticity of documents and examines documentation and applications for legality and compliance with the law. Conducts drive tests to determine an applicant's ability to safely operate a personal vehicle. Typically requires one year of direct customer service plus completion of a structured 12-month training program; or an Associate of Arts degree and two years of experience; or equivalent.
COMMERCE SPECIALIST 2	Develops and implements program evaluation plans; develops and maintains program-specific data tracking systems; designs and analyzes surveys; analyzes data to measure service and impact; performs economic analysis and integrates results into overall evaluation reports. Exercises decision-making authority, resolves issues, represents the business within assigned program area and provides input into policy development. Provides program management related assistance, consultation, and training to clients. Typically requires a Bachelor's degree and two years of professional experience in community, trade or economic development.
SECURITY GUARD 2	Provides protection, security, and safety for residents, staff, or visitors; inspects and patrols assigned areas by foot or vehicle; monitors arrival and departure of employees; directs visitors and others to parking areas and offices; provides information and assistance as necessary; monitors vehicles in parking areas; reports incidents to law enforcement; monitors closed circuit television receivers and alarm systems; may perform first aid. Exclude positions that are licensed and allowed to carry a firearm. Typically requires high school graduation or equivalent and one year experience as a security guard or correctional officer.
CAMPUS POLICE OFFICER	As a commissioned police officer, performs general duty police work to protect life and property. Enforces campus regulations, and local, state and federal laws; patrols a designated area on foot or in a patrol car; monitors alarm systems; prevents and investigates accidents and crimes, issues misdemeanor citations; investigate, arrest and/or book suspects; gathers evidence, testifies in court and presents evidence; directs and regulates traffic; prevent and disburse illegal gatherings or disturbances; assist city, county or state police in case of emergency. Include only commissioned police officers. Typically requires two years of full-time college in police science or allied field, or one year of police or campus security experience.
ELEVATOR INSPECTOR 2	This is the journey level of the series. Independently inspects elevators and other lifting apparatus to determine and enforce compliance with State law, rules and adopted national codes for elevators and other conveyances. Typically requires four years of journey level experience as an elevator mechanic or elevator mechanic assistant or four years of experience as an elevator inspector for an authority having jurisdiction.
DEPUTY STATE FIRE MARSHAL	Serves as a technical expert within the state Fire Protection Bureau. Developments and implements statewide fire programs such as fire and life safety inspections, fire service training, fire prevention functions, and emergency mobilization. Performs fire and life

<b>Job Title</b>	<b>Benchmark Description</b>
	safety inspections of facilities licensed by the state. Typically requires four years of paid or volunteer experience as a fire or police officer, codes enforcement officer, insurance industry inspector or investigator, or four years of college-level training in fire protection, police science, law enforcement or allied field.
EMERGENCY MANAGEMENT PROGRAM SPECIALIST 2	Independently performs journey-level professional emergency management duties in one or more of the four components of emergency management (preparedness, hazard mitigation, response and recovery). Coordinates delivery of emergency management services with state agencies, local jurisdictions, tribal government, federal agencies, the private sector and other states. Duties include facilitating training and exercise plans; initiating response notifications; researching state/federal rules and regulations; providing technical direction and assistance to jurisdictions. Typically requires a Bachelor's degree and two years of professional level experience in emergency management, financial management, training/education, public information/affairs, or related field.
RETIREMENT SPECIALIST 2	Provides the complete range of complex retirement analysis, calculation, and education from initial enrollment to withdrawal, retirement, and post-retirement for clients of multiple retirement systems or deferred compensation programs. Services are provided for members, beneficiaries, and employers. Typically requires a Bachelor's degree in a business related field and one year of professional finance, auditing, accounting, management analysis, claims or tax experience in a retirement, unemployment, disability, insurance, financial or allied program area.
EMPLOYMENT SECURITY PROGRAM COORDINATOR 2	Provides policy analysis, program planning, training and assistance and/or monitors program compliance with federal and state standards. May also collect overpayments, negotiate and establish repayment contracts, investigate fraud and gather information for financial recovery or prosecution, or provide statewide quality assurance by conducting appraisals and validation of the unemployment insurance system. Typically requires a Bachelor's degree in public or business administration, political science or closely related field, and three years of professional or technical experience in employment and training or unemployment insurance programs.
WORKERS' COMPENSATION ADJUDICATOR 2	Adjudicates and manages a caseload of compensable industrial insurance or crime victims' claims; establishes rate of compensation; evaluates and authorizes requests for medical treatment and diagnostic studies; reviews decisions, claim files, and examines medical reports to determine permanent partial disability; determines need for vocational services and approves plans; resolves protests regarding entitlement to benefits. Typically requires a Bachelor's degree or one year of experience in adjudication of time loss payments in a worker's or crime victims' compensation insurance program.
SAFETY & HEALTH SPECIALIST 2	Maintains a Federally approved occupational safety and health program to meet requirements of the Industrial Safety and Health laws and regulations. Conducts enforcement inspections and/or investigations of workplaces to assess existing and potential safety hazards; determines compliance with standards; exercises compliance authority in issuing citations including orders and notices of immediate restraint. Typically requires a Bachelor's degree in physics, chemistry, biology, physiology, statistics, industrial hygiene and toxicology, design of engineering hazard controls, fire protection, ergonomics, or other related fields and two years of experience as a safety and health manager, occupational safety consultant, occupational safety inspector, or related experience.

## Real Estate



Job Title	Benchmark Description
PROPERTY & ACQUISITION SPECIALIST 3	Performs complex duties relating to vacant, residential, commercial, agricultural, public utility, exempt, recreational, and/or industrial properties. Areas of responsibility include negotiations, acquisitions, relocation assistance, property management, title examination, leasing, appraisals, audits, disposal, inspections, and/or lands and access maintenance. Typically requires a Bachelor's degree in business or public administration, real estate, economics, accounting, wildlife management, or related field and two to three years of experience in activities such as acquisition, sales, leasing, appraisal, title examination, escrow closing, negotiations, property management, title examination, relocation assistance, or selling, leasing or buying commercial real estate, or auditing and/or appraising real or personal property for fair market value.

## Retail Trade

Job Title	Benchmark Description
RETAIL CLERK 2	Performs ordering, receiving, sales, inventory, cash control, and/or customer service functions for a retail operation at a state institution or facility. Typically requires one year of experience in food counter work or retail selling.
LOTTERY DISTRICT SALES REPRESENTATIVE	Serves as a marketing and sales representative for an assigned geographic territory. Solicits new accounts and negotiates sales and placement of Lottery products with retail outlets. Independently performs inventory management activities for products and materials assigned to retail outlets; redistributes as necessary to achieve maximum market penetration and sales potential. Develops, presents, implements, and evaluates marketing and sales strategies to determine best method to reach sales goals for individual retail outlets. Typically requires a bachelor's degree in business administration, public administration, marketing or closely allied field, and one year of direct sales and marketing experience.

## Transportation or Warehousing

Job Title	Benchmark Description
WAREHOUSE OPERATOR 2	Performs warehouse functions in a major area within a large warehouse or independently operates a small or decentralized warehouse. Receives, records, stores, issues, ships stock and supplies, and disposes of surplus property. Typically requires high school graduation or GED Certificate and one year of clerical or technical experience in retail clerking, warehousing, stockkeeping, shipping, or receiving and operation of material handling equipment.
MECHANICAL ENGINEER SENIOR	Performs professional mechanical engineering as a registered mechanical engineer; reviews and checks mechanical plans and specifications for new construction, additions and remodeling of facilities; may direct other professional engineers. Requires registration as a professional engineer in the branch of mechanical engineering.

Job Title	Benchmark Description
TRANSPORTATION PLANNING SPECIALIST 3	Independently conducts complete planning assignments involving one or more transportation modes (rail, water, air, transit, bike, pedestrian) and/or one problem area and/or a single discipline (urban planning, fisheries, biology, transportation, landscape architecture, engineering, economics, social sciences). Project assignments include specific studies of service and facilities, or defined areas as a part of a statewide or region program such as air quality, economic development, roadside development and management. Typically requires a Bachelor's degree involving major study in transportation, landscape architecture, environmental or urban, regional or land use planning, engineering, public or business administration, economics or natural or physical sciences and three years' professional transportation experience involving analysis and evaluation of transportation issues and problems.
TRUCK DRIVER 2	Operates medium to large trucks, between buses, and special vehicles, between 28,000 GVW & 60,000 GCW, to transfer and deliver materials and supplies. Positions operate vehicles in a capacity of 25 or more passengers; picks up and delivers items such as livestock, steel and iron supplies, sheet metal, bulk furniture, etc.; uses hand and wheel dollies, pallet jacks, hydraulic lifts, and forklift trucks incidental to transport supplies and equipment. Requires a valid driver's license, and one year experience working as an entry level truck driver. Some positions may be required to have a Class A, B or C Commercial Driver's License (CDL) with appropriate endorsements as required by Federal law.
AIRCRAFT MECHANIC	Repairs, rebuilds, maintains and inspects helicopter and fixed wing engines and equipment for maintenance conditions to meet agency or institution operations, transportation, reconnaissance and Federal and State Aviation Regulations. May design, manufacture and install specialized parts and equipment for helicopters, perform maintenance and inspection work on flight simulators accessories, and/or avionics testing equipment. Repairs aircraft to state and federal maintenance standards. Typically requires five years' experience as a journey-level, federally licensed airframe and power plant mechanic with two years performing unscheduled helicopter maintenance, troubleshooting, and systems installation. Must possess a current FAA Airframe and Power Plant License or FAA Aviation Maintenance Technician License.
COMMERCIAL VEHICLE ENFORCEMENT OFFICER 1	Armed commercial vehicle enforcement officer with authority limited to commercial vehicles; enforces laws and regulations pertaining to weight, size, equipment safety, the transportation of hazardous materials, and licensing permit requirements of commercial vehicles, private carrier buses, and their operators. Weighs and inspects vehicles traveling on public highways or performs vehicle driver inspections on commercial motor vehicles. Conducts terminal safety audits; provides security for commercial vehicle staff and facilities; and conducts a comprehensive inspection program of all public transportation vehicles, as required by state law. A valid driver's license is required.
TRAFFIC SAFETY SYSTEMS OPERATOR 3	A single operator or a lead shift operator of the electronic communications systems; receives, transmits, and coordinates roadway conditions and services requirements via multi-frequency base stations; accountable for all decisions and actions taken on a shift; monitors and operates freeway traffic control systems; operates computer enhanced information distribution systems on the roadway and for the media; monitors electronic, video, and computer systems; adjusts environmental control systems, tunnel fire detection, and fire suppression systems. Typically requires high school graduation or equivalent and two years of experience as a principal radio operator or dispatcher using multi-band, two-way radio equipment and personal computers.



Job Title	Benchmark Description
MARINE VESSEL OPERATOR	Serves as Master of marine vessels transporting passengers, vehicles, or equipment. Supervises a crew on a passenger vessel or tugboat, conducts crew training and drills, maintains vessel operating and navigation equipment. All positions within this class must meet United States Coast Guard Master Inland licensure requirements. Requires a valid United States Coast Guard Master Inland license to operate marine vessels up to 100 gross registered tons, a valid Radar Observer endorsement, and one year of experience operating marine vessels as a licensed Master.
AIRCRAFT PILOT 2	<p>Serves as a Washington State pilot in command of multi-engine aircraft or amphibious seaplane aircraft on departmental operations, law enforcement missions or administrative business; pilot in command of helicopters in support of fire-fighting operations. Typically, requires:</p> <p><b>Fixed Wing Option:</b></p> <ul style="list-style-type: none"> <li>• 2,000 hours of turbo-prop and/or reciprocating engine logged flight time, including low level flight, below 500 feet, with 1500 hours Pilot- In-Command (PIC) and a minimum of 500 hours of time in multi-engine aircraft and a minimum of 100 hours of actual instrument time. A current Class II flight physical and a valid Federal Aviation Agency Commercial Certificate are required with an instrument rating and a rating in one or more of the following categories: A. Single engine land; B. Single engine sea; C. Multi-engine land; D. Multi-engine sea OR</li> </ul> <p><b>Helicopter Option:</b></p> <ul style="list-style-type: none"> <li>• 1,500 hours of Pilot-In-Command (PIC) time in turbine engine powered helicopters, including field operations with long line loads, vertical reference flying, and mountain flying. A current, valid Federal Aviation Agency Commercial Certificate is required with Rotorcraft rating and a current Class II flight physical.</li> </ul>

## Utilities

Job Title	Benchmark Description
ENERGY/UTILITIES ENGINEER 2	Performs professional engineering work under general supervision. Assists in field inspections and provides supporting data and analysis on practices or operations; conducts standard and specialized inspections of the operations of intrastate pipeline operators; determines if operational practices comply with state and federal pipeline rules; analyzes proposed construction plans for service and engineering feasibility; prepares and analyzes less complicated depreciation, valuation and cost studies; assists in the preparation and analysis of exhibits and data for formal hearings; assists in the investigation of procedures for compliance with laws and regulations; conducts site visits to assist supervisor in building design scoping meetings. Typically requires a Bachelor's degree with a major study in engineering and one year of professional level experience performing energy or utilities related work.
NUCLEAR ENGINEER	Plans, directs and conducts radiological safety evaluations of the design, construction, operation and decommissioning of nuclear power plants and other nuclear facilities operated and licensed by the Federal government for conformance to safety standards and site certification conditions; reviews applications for permits and licenses for nuclear facilities; performs on-site evaluations and inspections of nuclear power plants and other major nuclear facilities. Requires a Master's

Job Title	Benchmark Description
	degree in Nuclear Engineering and three years of experience in a nuclear power reactor program which includes evaluation of the radiological safety aspects of a nuclear power reactor.
UTILITY WORKER 2	Performs various semi-skilled manual work in the maintenance, repair, remodeling, and construction of buildings, facilities, utility and sewer systems, equipment, and grounds as part of a work crew or as an assistant to a journey level worker. Repairs and installs sanitary storm drains and sewers; builds and repairs parking lots and sidewalks; cleans roofs and gutters; maintains tunnel passages, sumps, and utility access holes; operates, cleans, services, adjusts, and makes repairs on power tools and equipment. Operates motorized equipment such as automobiles, trucks, forklifts, small tractors and front-end loaders, street cleaning equipment, trailers, trenchers and turf renovation equipment. Typically requires two years of related or equivalent education/experience.
PLANT MANAGER 2  ALTERNATE TITLES: PHYSICAL PLANT MANAGER, PLANT ENGINEER	Directs maintenance, repair, alteration, and construction of buildings, equipment, and grounds and operation of high-pressure heating plant at medium-sized institution or similar facility; supervises building trades' journey-level workers. Inspects buildings, grounds, and equipment; determines need for maintenance and repair. Typically requires three years of supervisory experience in operation and/or maintenance of physical plant in large industrial, commercial or public establishment.
STATIONARY ENGINEER 2	Responsible for overall operation and maintenance of a high pressure heating plant consisting of one or more boilers up to 150 h.p. each or tends high pressure power boiler system consisting of two or more boilers over 150 h.p. each. Independent judgment and decisions concerning operations and safety activities of the steam heating plant. Typically requires three years of experience in the operation, maintenance and/or repair of stationary or marine high pressure boilers and heating systems.
WASTEWATER TREATMENT PLANT OPERATOR 2	Operates and maintains a Class 2 wastewater treatment plant or water distribution/treatment plant. Performs chemical tests and analyzes plant operation; investigates complaints concerning water service; operates a variety of equipment; performs basic pipe fitting work and installs meters, hydrants and valves; ensures compliance with safety regulations and applicable laws. Requires a valid State Certificate issued by the Department of Health as a Water Treatment Plant Operator 2 or Water Distribution Manager 2.