



Pay Factors At-A-Glance

<p>Agency Business Need: Specific activities and organizational, financial, and human resource requirements that are directly derived from the agency's mission, agency need in order to be compensable.</p>	<p><i>License:</i> credential that is required by law to practice one's occupation (e.g. Registered Nurse)</p>
<p>Duties and Responsibilities: Primary and essential work functions performed by an employee or group of employees. Variation in these duties and responsibilities help distinguish one employee from another for comparison purposes.</p>	<p>Internal Salary Alignment: Fairness criterion that takes into consideration the proximity of one employee's salary to the salaries of others who have comparable levels of training and experience, similar duties and responsibilities.</p>
<p>Performance: Candidate's or incumbent's previous and/or current work accomplishments or outcomes and behavioral interactions that are typically assessed in written, verbal or observational forms.</p>	<p>Market Availability: Relative availability of suitable, qualified employees in the general labor market, which is subject to the effects of supply and demand.</p>
<p>Work Experience and Education: Candidate's or incumbent's relevant employment history and academic qualifications.</p>	<p>Salary Reference Data: Composite relevant salary information (e.g. average salary range, median salary, weighted average salary, etc.) extracted from available surveys that indicate market pricing for various jobs.</p>
<p>Knowledge, Skills, Abilities and Competencies: Elements commonly listed for job requirements, hiring qualifications or employee credentials. <i>Knowledge:</i> acquired/learned principles and practices related to a particular job. <i>Skills:</i> Demonstration of acquired capabilities; things you can do (e.g. operate a forklift or computer) <i>Abilities:</i> talents, observable behaviors or acquired dexterity (e.g. capacity to lift 200 lbs., public speaking) <i>Competencies:</i> knowledge, skills and underlying behaviors that correlate with successful job performance.</p>	<p>Total Compensation: Includes all forms of cash compensation (base pay, shift differentials, overtime, relocation packages, bonuses) and the dollar value of the employer sponsored benefit package.</p> <p>Budget Implications: Short and long term financial consequences of pay decisions and how salary dollars are managed by an agency.</p> <p>Long-Term Impact: Strategic and financial effect of anticipated future salary costs, staffing changes, salary alignment among employees, career growth and salary reference data changes.</p>
<p>Training, Certification and License: Job requirements or employee qualifications that are relevant or highly desirable for a particular job. <i>Training:</i> Specialized course of instruction outside the realm of recognized academic degree program (e.g. in service training program) <i>Certification:</i> specialized course of study resulting in a certificate upon successful completion (e.g. MCSE, Microsoft engineer, SHRM, Society of Human Resource Management).</p>	<p>Current Salary: Candidate's or incumbent's present base pay, which may be reported as an hourly wage, weekly, semi-monthly etc. Note: does not include shift differential, benefits, overtime, incentive premiums and bonuses.</p>