

2018 State Salary Survey Report State of Washington

Gallagher Benefit Services, Inc. | June, 2018

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SECTION 1 - BACKGROUND AND METHODOLOGY

The State of Washington (WA State) contracted with Gallagher Benefit Services, Inc. (GBS) to conduct the 2018 annual salary study to compare the WA State salary ranges and benefits to the public and private sector market.

The labor market study represents both the public and private sector within Washington and a set of peer state government organizations. Published surveys were used to represent the in-state private sector market.

Participation and Survey Process:

For the 2018 survey, GBS collected salary and benefits information using a data collection form distributed to comparable public sector organizations. The survey instrument aimed to collect information regarding pay practices, incentive practices, health benefits, retirement benefits, wellness, paid time off and sick benefits, and salary range information for benchmark jobs.

Invitations were sent to 41 public sector organizations located in Washington state, and 17 other state government organizations. Survey responses were received from 34 participant organizations which includes 21 in-state public sector organizations; and 13 other state government organizations. Information was data-mined for 9 organizations (i.e. 6 in-state public sector organizations and 3 other state government organizations) using publically available compensation and benefits information.

Participant Organization Type	# Participant Responses	# Participants Data-Mined	# No Responses*	Participation Rate*
In-State Public Sector	21	6	14	50%
Other State Governments	13	3	1	76%
TOTAL	34	9	15	58%

**Excludes organizations data-mined.*

A complete list of survey participants and organizations data-mined has been provided in appendix section 'A'.

Survey Sources

Custom surveys were used to gather market data for both public and private sector. Three custom survey instruments were created:

- In-State Public Sector: Survey invites were sent to public sector organizations within the State of Washington. Participants were surveyed on salary range information for the full list of 179 benchmark jobs, and a comprehensive range of benefits and pay practices.
- In-State Private (benefits only): Survey invites were sent to private sector organizations with more than 5,000 employees within the State of Washington. Participants were surveyed on a limited range of benefits, including wellness, health, and retirement.*
- Other State Governments: Survey invites were sent to a selected list of state government organizations. Participants were surveyed on salary range information for a condensed list of 92 benchmark jobs, and a comprehensive range of benefits.

**No organizations within this group elected to participate in the custom survey. This information was supplemented with published survey sources to gather market data for private sector.*

Published survey sources were used to gather Washington private sector information. Published survey sources were identified and approved in accordance with the following criteria:

- Survey is conducted by a reputable salary survey firm.
- Survey data is not self-reported.
- Survey is conducted on a continual basis instead of a one-time event.
- Survey reports its data sources, the effective date of the data, and was tested to ensure accurate matches and data.

Following compensation standards, only surveys that are less than two years old were used in this study. The following published surveys were utilized for Washington private sector market salary and benefit information:

- CompData Benchmark Pro 2016 Survey Library
- Economic Research Institute (ERI)
- Gallagher 2017 National Benefits Survey
- Medical Expenditure Panel Survey 2016
- Milliman 2017 Northwest Benefits Survey
- Milliman 2017 Northwest Financial Industry Compensation Survey
- Milliman 2017 Northwest Healthcare Compensation Survey
- Milliman 2017 Puget Sound Regional Salary Survey
- Milliman 2016 Northwest Engineering/Scientific/Project Management Survey
- Milliman 2016 Northwest Management and Professional Salary Survey
- Milliman 2016 Northwest Utilities Salary & Wage Survey
- Willis Towers Watson 2016 Survey Library

Survey Benchmark Jobs

The In-State survey instrument included 179 benchmark jobs grouped into 15 market segments (occupational categories). The following table provides a breakdown of the number of benchmark job titles under each market segment.

In-State Benchmark Market Segments	# Survey Benchmark Job Titles
Administrative and Other Support Services	14
Agriculture or Forest Services/Products	6
Arts, Entertainment, or Recreation (including public parks/recreation, athletics, etc.)	4
Construction	11
Educational or Library Services (including public schools, public libraries, higher education, etc.)	5
Finance or Insurance (including banking and investment services)	13
Health Care or Social Services/Assistance (including hospitals, medical laboratories, public health entities, therapeutic services, etc.)	47
Hospitality, Accommodation, Food Services, or Personal Services	3
Media or Communications	8
Professional, Scientific or Technical Services (including legal services, consulting services, etc.)	34
Public Administration (local or state government, public retirement system, etc.)	15
Real Estate (including rental or leasing)	1
Retail Trade	2
Transportation or Warehousing (including airlines, ports, public transit, etc.)	10
Utilities (including electricity, natural gas, water/sewer, etc.)	6

Other state governments provide data for jobs only found in state government or when salary information cannot be obtained from the Washington labor market. The out-of-state benchmark list included 92 of the 179 in-state benchmarks, grouped into 13 market segments.

Out-of-State Benchmark Market Segments	# Survey Benchmark Job Titles
Administrative and Other Support Services	1
Agriculture or Forest Services/Products	5
Arts, Entertainment, or Recreation (including public parks/recreation, athletics, etc.)	2
Educational or Library Services (including public schools, public libraries, higher education, etc.)	2
Finance or Insurance (including banking and investment services)	9
Health Care or Social Services/Assistance (including hospitals, medical laboratories, public health entities, therapeutic services, etc.)	28
Hospitality, Accommodation, Food Services, or Personal Services	1
Media or Communications	3
Professional, Scientific or Technical Services (including legal services, consulting services, etc.)	19
Public Administration (local or state government, public retirement system, etc.)	12
Retail Trade	1
Transportation or Warehousing (including airlines, ports, public transit, etc.)	6
Utilities (including electricity, natural gas, water/sewer, etc.)	3

A comprehensive list of 179 benchmark job titles grouped by market segment along with benchmark summaries is provided in the appendix section 'A', and section 'D' respectively.

Data Review and Outlier Analysis

All participant job matches were reviewed to include the closest job matches based on essential responsibilities and career level using at least a 70% job match guideline for matching jobs.

The Federal Trade Commission and the U.S. Department of Labor guidelines were followed. These guidelines state that five job matches per benchmark job are required in order to conduct statistical analyses or for drawing conclusions. Therefore, we did not calculate statistics (means, medians, etc.) for benchmark jobs with fewer than five job matches. Market data collected for 169 of 179 benchmark jobs (approximately 94%) met this criteria. Failed benchmark jobs, i.e., those that have less than 5 data points jobs are referenced as “n/a” in the table in Section 6.

Geographical Adjustments

Geographic adjustments were applied to state government salary range data to ensure that the data is reflective of the Washington state labor market and economic conditions. The Regional Price Parities (RPP) index was used to identify appropriate geographic differences. No geographic adjustments were made to the in-state public sector participant salary data.

State	2015 Regional Price Parity Index (RPP)	Calculated Geographic Adjustment Factor*
Arizona	96.2	108.9%
California	113.4	92.4%
Colorado	103.2	101.6%
Idaho	93.4	112.2%
Illinois	99.7	105.1%
Maryland	109.6	95.6%
Massachusetts	106.9	98.0%
Minnesota	97.4	107.6%
Montana	94.8	110.5%
Nevada	98.0	106.9%
New Mexico	94.4	111.0%
Oregon	99.2	105.6%
Pennsylvania	97.9	107.0%
Utah	97.0	108.0%
Virginia	102.5	102.2%
Wyoming	96.2	108.9%
Washington	104.8	100.0%

**Adjustment Factor = WA State RPP Index divided by each comparison state index.*

Regional Price Parities (RPPs) measure geographic differences in the price levels of consumption goods and services relative to the national average. For more information about the RPP index, go to https://www.bea.gov/newsreleases/regional/rpp/rpp_newsrelease.htm

The table above shows the adjustment factors applied to each state's salary range data. To calculate the adjustment factor, the WA State RPP index was divided by each state's Index. For example, 104.8 (WA State's RPP Index) divided by 96.2 (Arizona's RPP Index) is 1.09. We then multiplied Arizona's pay rates by this factor 1.089. For example, if the state of Arizona reported a salary of \$50,000, the adjusted salary used in the analysis would be \$54,500 (\$50,000 times 1.089).

Aging Factors

No aging factor was applied to the custom survey data as the effective date of the custom survey was July 1, 2017.

All in-state private (published) market salary data was aged to a common effective date, July 1, 2017, using the State of Washington private sector market trend from the 2017-2018 *WorldatWork* Salary Budget Survey. The prevailing State of Washington private sector market trend for general wage increases is 2.2% per year for salary ranges. In other words, this refers to percentage change in the control (or midpoints) of the formal salary range, band, or wage rate that are adjusted to reflect movements in the market place. This adjustment was used to age salary range data.

Data Aggregate Calculations

The following aggregate statistical summaries were calculated for salary range 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 (EMV). Refer to calculation methodology provided below.
- Median Annual Salary Range Maximum = represents "the middle" salary rate of the maximum range data points i.e. half the salary rates are below this level.

An overall estimated market value (EMV) was calculated using the aggregated data from each survey type. This was calculated using the following approach:

- (1) In-State Public Sector: Calculated average range midpoint values for all benchmark jobs.
- (2) Other State Governments: Calculated average range midpoint values for all benchmark jobs.
- (3) In-State Private Sector: Calculated the average of median actual salary values for all benchmark jobs.

The in-state public sector, other state governments, and in-state private sector aggregates were combined and averaged to calculate the overall market information. This value is referenced as the EMV.

The following table is a visual sample of the method of compiling survey data:

One line of in-state public sector data, one line of other state government data, one line of in-state private sector data	
Estimated Market Value (EMV)	\$67,546
In-State Private Sector	\$65,425
In-State Public Sector	\$77,325
Other State Governments	\$59,888

Health Care Plan Point-of-Service (POS) Calculation

Point-of-Service = Medical plan actuarial value or metal tier converted to actuarial value (e.g. a platinum plan is an approximate additional 10% cost to the employee at the point-of-service cost).

Definitions and Acronyms

Market = Refers to combined market i.e. combination of all in-state public sector participant, and other state government participant responses. The definition of 'Market' specifically includes in-state private sector in addition to in-state public sector, and other state government responses for sections 4.A (Health Programs), 4.B (Wellness Programs & Activities), and 4.C (Retirement).

In-State Private Sector = Refers to published survey data

In-State Public Sector Participants = Refers to all in-state Washington participants that submitted responses to the custom survey

Other State Governments = Refers to out-of-state custom survey participants i.e. state government participants that submitted responses to the custom survey

Number of No Responses = Number of participants that did not respond to the survey question.

Union = Responses related to employees that are represented by a labor organization

Non-Rep = Responses related to employees that are not represented by a labor organization

OT = Overtime

OT Eligible = Eligible for overtime compensation under the Fair Labor Standards Act

OT Exempt = Exempt from overtime compensation under the Fair Labor Standards Act

= Number of survey responses

% Responses = Ratio of number of responses / total number of survey participants

*** = Less than 5 responses. We followed the Federal Trade Commission and the U.S. Department of Labor guidelines that five matches should exist per job or benefit questions in order to draw reliable conclusions. Therefore, we did not calculate statistics (means, medians, etc.) for benchmark jobs and benefit questions with fewer than five job matches.

Health Care Plan Tier 1 – EE Only = Employee only plan tier

Health Care Plan Tier 2 – EE+ S = Employee plus spouse plan tier

Health Care Plan Tier 3 – EE+ Child = Employee plus child(ren) plan tier

Health Care Plan Tier 4 – Family = Family plan tier

Consumer Directed Health Plan (CDHP) = High Deductible Health Plan (HDHP) + Health Savings Account (HSA)

SECTION 2 - PARTICIPANT ORGANIZATION CHARACTERSTICS

The survey included the following questions regarding the survey participants' organization.

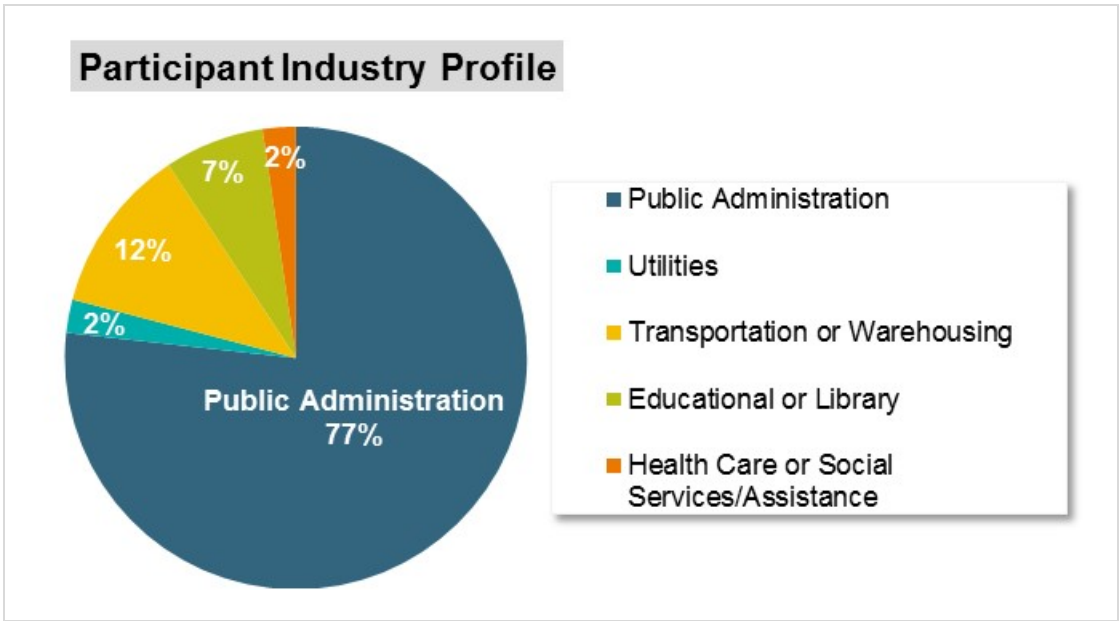
2.1 Participant Type

Participant Type	# Survey Participants*	% of Participants	WA State
In-State Public Sector	27	63%	X
Other State Governments	16	37%	
TOTAL	43	100%	

**Includes 9 data-mined participant organizations.*

2.2 Participant industry profile

Which category most closely reflects your organization's primary industry?

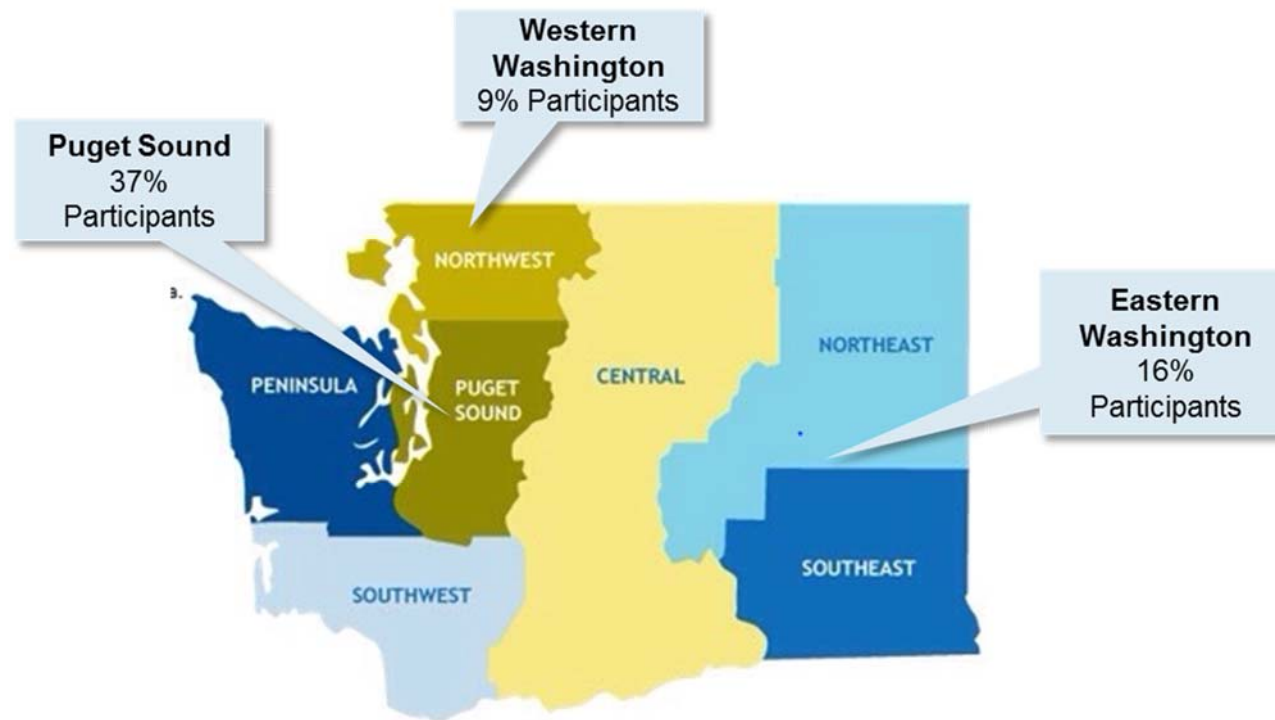


Detailed table included in the appendix section 'C' under the same question title.

2.3 Participant Location

In which location does your organization have the largest number of employees?

Participant Geographic Location	# Responses	% Responses	WA State
Eastern Washington	7	16%	
Puget Sound	16	37%	
Western Washington (all locations outside of the Puget Sound area)	4	9%	X
Outside Washington	16	37%	
TOTAL	43	100%	



2.4 Participant Organization Size

Which category includes the total number of paid, full-time equivalent employees (FTEs) in your organization (all locations)?

FTE Size Category	# Responses	% Responses	WA State
Fewer than 199	4	9%	
200 to 999	11	26%	
1,000 to 4,999	10	23%	
5,000 or more	18	42%	X
TOTAL	43	100%	

2.5 Union Representation

Approximately what percentage of your workforce is union represented?

Percent Unionized	# Responses	% Responses	WA State
None (0%)	5	12%	
Less than 50%	7	16%	
Between 51% and 65%	5	12%	
Between 66% and 100%	16	37%	X
Number of No Responses	10	23%	
TOTAL	43	100%	

2.6 Work Schedule

What is the length of regular workweek for most full-time employees (excluding uniformed public safety personnel)?

Hours per Week	# Responses	% Responses	WA State
35 hours	0	0%	
37.5 hours	4	9%	
40 hours	30	70%	X
Number of No Responses	9	21%	
TOTAL	43	100%	

2.7 Right-to-Work (state government organizations only)

Is your state a right-to-work state?

	# 'Yes' Responses	% 'Yes' Responses	WA State
Right-to-work State	6	38%	No

SECTION 3 - COMPENSATION PRACTICES

The survey included questions regarding the survey participants' compensation policies and practices.

- July 1, 2017 Pay Increases
- Shift Differentials, Stand-by Pay, and Call-Back Pay
- Performance Pay and Incentive Pay
- Reimbursements and Perquisites

Participants were asked to respond for the largest civilian employee group (excluding uniformed public safety personnel and executives). This information may not reflect all compensation practices offered to all employee groups.

This section includes participant responses from in-state public sector, and other state governments.

3.A.1 July 1, 2017 Pay Increases

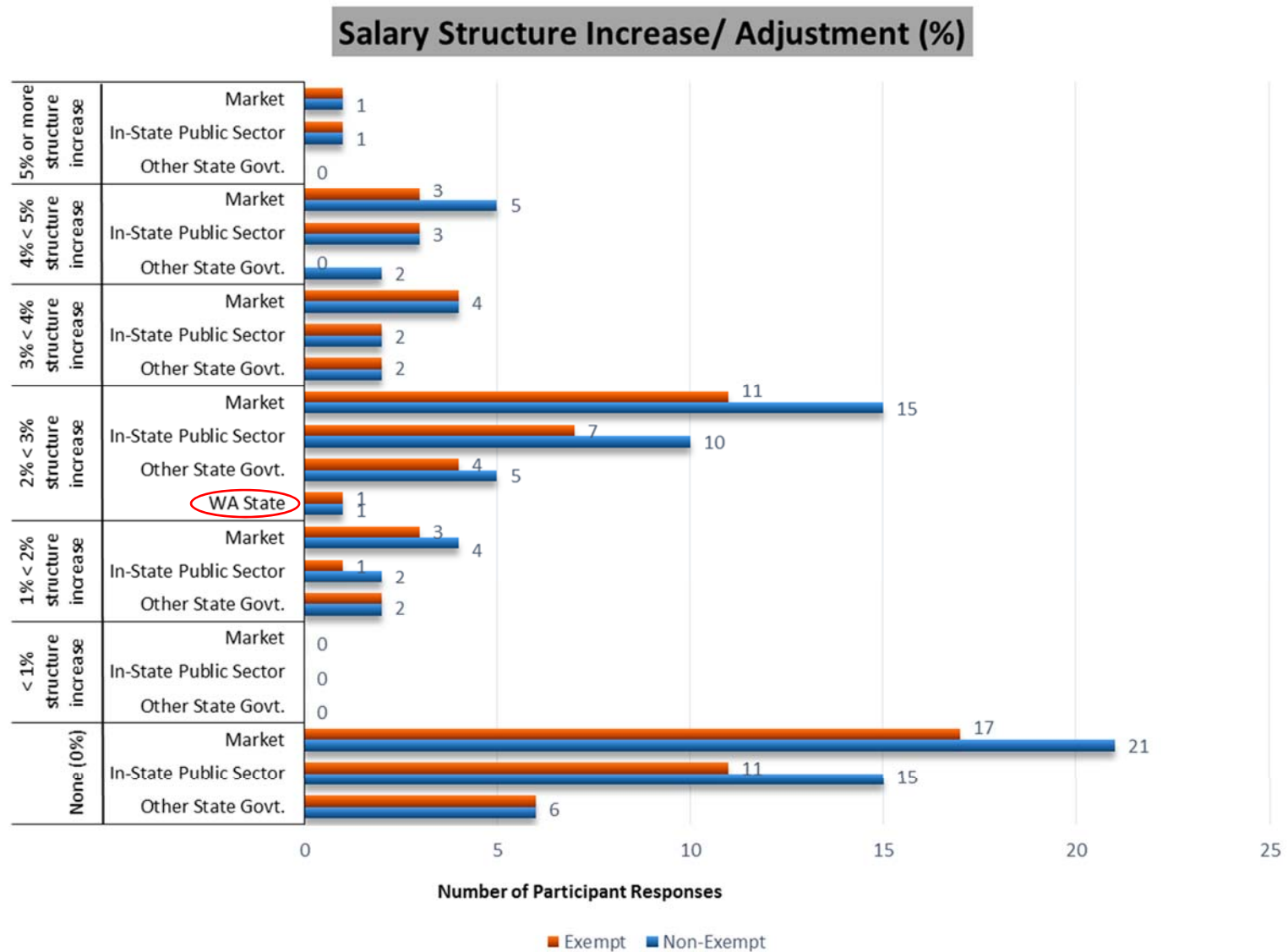
Percent of total salary structure increase/adjustment since July 1, 2017. If answers vary, respond for the largest civilian employee group (excluding uniformed public safety personnel and executives).

The following chart shows the salary structure increase/adjustments since July 1, 2017 provided to Non-Exempt, and Exempt employee groups for the survey participant type:

Total Number of Participants responded to question = 31 organizations

WA State reported responses are indicated with the red circle on the chart.

According to the 2017 Milliman Survey, the average salary structure adjustment for Washington private sector is 2.5%.



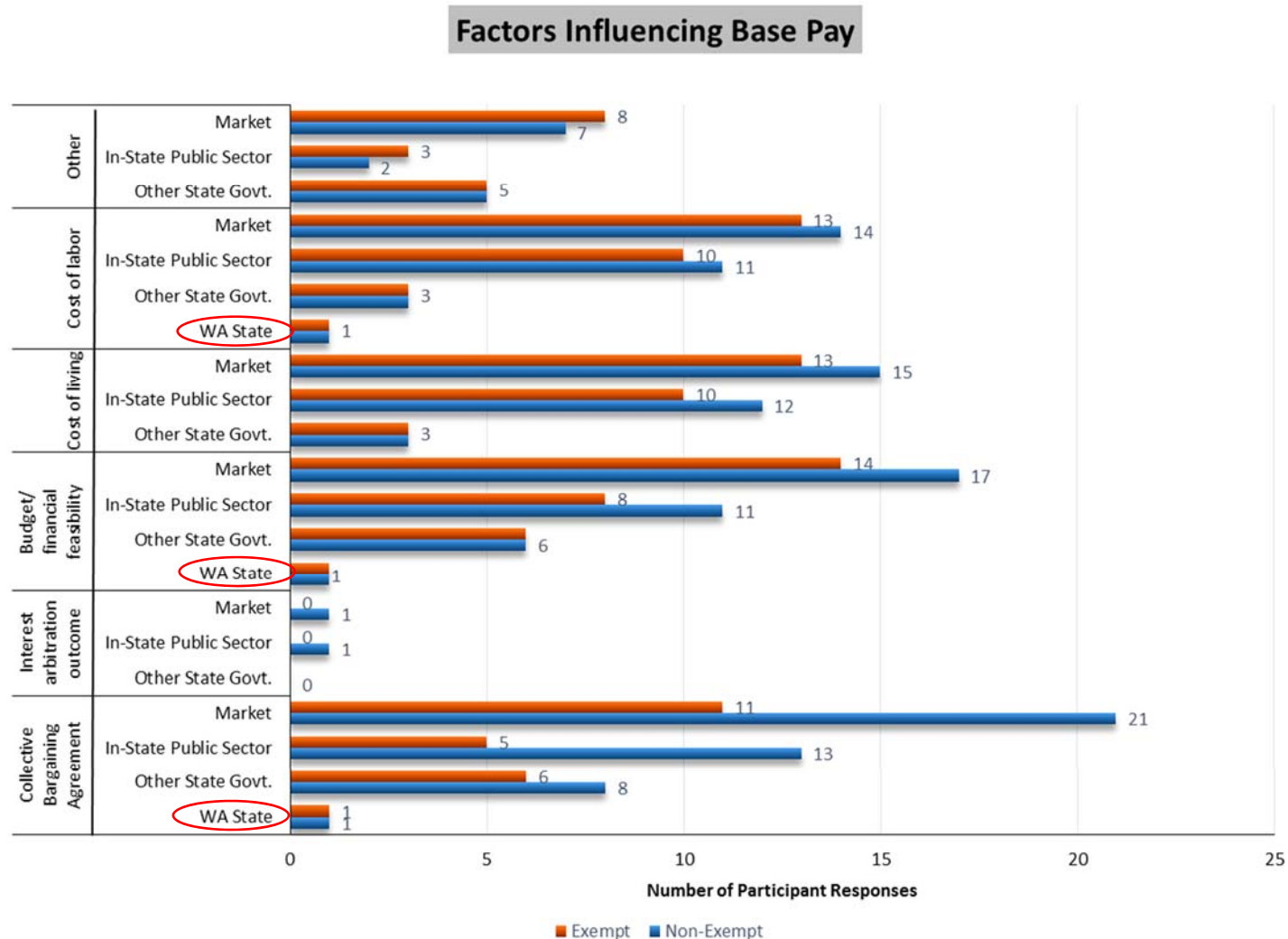
Detailed table included in appendix section 'C' under the same question title.

3.A.1 Factors Influencing Base Pay Increase

Which factors influenced the base pay increase? Check all that apply. Respondents could select more than one answer.

Total Number of Participants responded to question = 31 organizations

WA State reported responses are indicated with the red circle on the chart



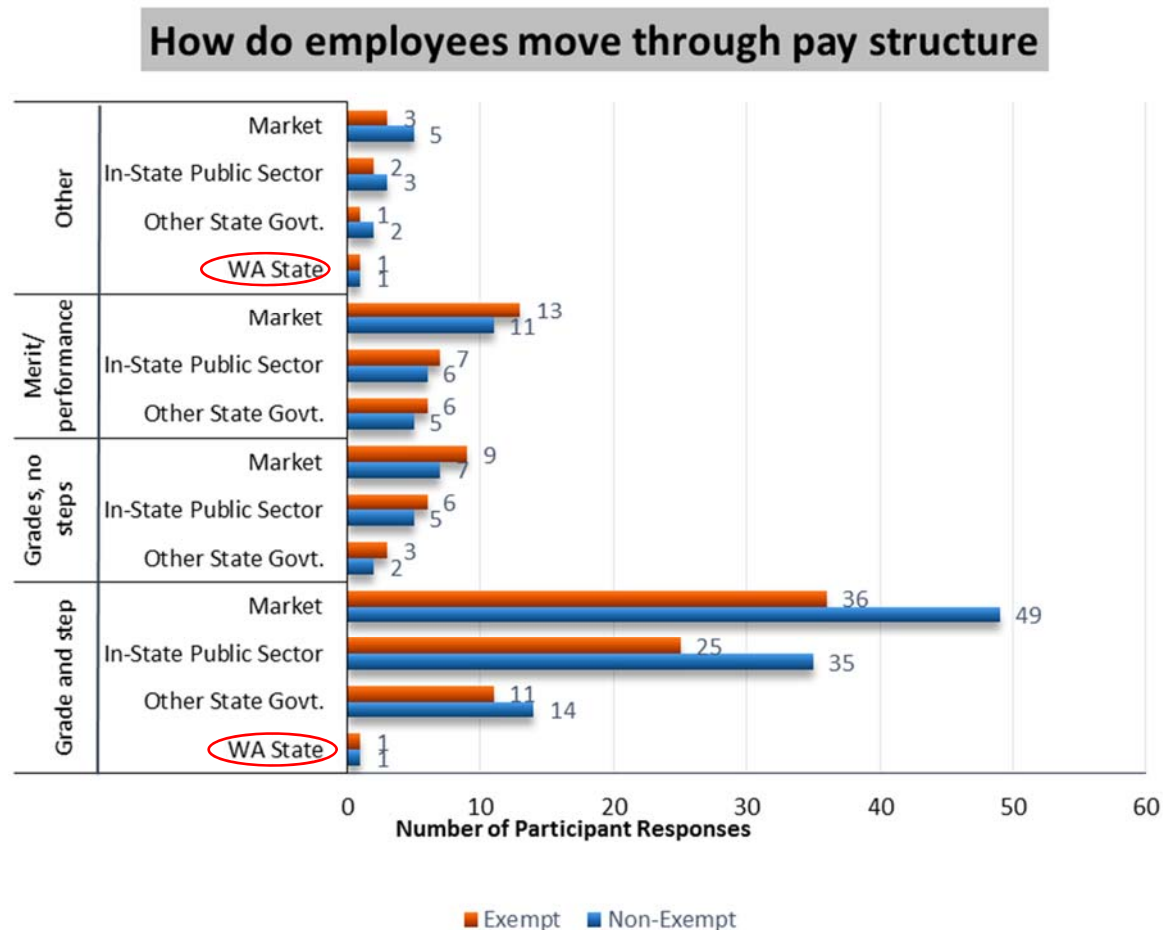
Detailed table included in appendix section 'C' under the same question title.

3.A.2 Movement through the pay structure

How do employees' move through the pay structure? Respondents could select more than one answer.

Total Number of Participants responded to question = 34 organizations

WA State reported responses are indicated with the red circle on the chart. In addition to grade and step increases, WA state may advance employees to the top of range for recruitment and retention purposes in accordance with agency policy or applicable collective bargaining agreement. Other participant given examples include single point pay rates, and increases through legislative pay.



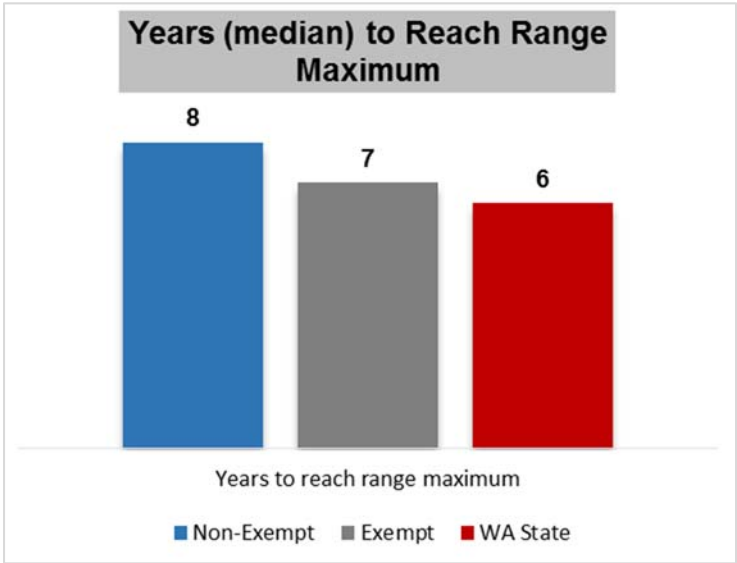
Detailed table included in appendix section 'C' under the same question title.

3.A.3 Length of time to arrive at maximum of salary range

What is the average length of time (in years) for the employee to arrive at the maximum of their salary range?

Total Number of Participants responded to question = 30 organizations

WA State employees may be advanced up to the top of the range to support recruitment and retention in accordance with agency policy or applicable collective bargaining agreement.



Detailed table included in appendix section 'C' under the same question title.

3.A.4 Pay Differentials and Pay Supplements

Shift Differential Rates (\$) per hour

Total Number of Participants responded to question = 20 organizations

Market	SHIFT DIFFERENTIAL RATES (\$ Rate/hour)			Number of No Responses
	Evening	Night	Weekend	
Median	\$0.75	\$1.00	\$1.00	23
WA State	\$1.00	\$1.00	n/a	n/a

3.A.4 Pay Differentials and Pay Supplements

Shift Differential Rates (% of pay)

Total Number of Participants responded to question = 8 organizations

Market	SHIFT DIFFERENTIAL RATES (% OF Pay)			Number of No Responses
	Evening	Night	Weekend	
Median	5.00%	5.00%	***	35
WA State	n/a	n/a	n/a	n/a

3.A.5 Shift Differential Eligibility by Position Type

If shift differential eligibility varies by position type, check the boxes that best describe how shift differential rates for the groups noted below compare to the rates provided in question #3.A.4. *Respondents could select more than one answer.* Detailed tables by position segment are included in the appendix section 'C' under the same question title.

Total Number of Participants responded to question = 20 organizations

WA State does not provide shift differential (evening, night and weekend) pay to overtime exempt positions, which is similar to a majority of participants. In addition, a majority of participant organizations do not provide shift differential pay to the overtime eligible positions. Of the few participants that provide a shift differential pay rate that varies by position type (OT Eligible Union Represented, OT Eligible Non-Represented, OT Exempt Union Represented, OT Exempt Non-Represented), the rate is higher than the largest civilian employee group.

3.A.5 Shift Differential Eligibility by Market Segment

If shift differential eligibility varies by market segment, check the boxes that best describe how shift differential rates for the market segments noted below compare to the rates provided in question #3.A.4.

Respondents could select more than one answer.

Total Number of Participants responded to question = 20 organizations

It is most common for organizations to provide a higher shift differential for **evening shift** to Health care, Maintenance, and Security market segments. The majority of market segments are most commonly not eligible for evening shift differential, including Administrative support, Court personnel, and Transit workers. WA State provides higher evening shift differential for Maintenance market segment.

It is most common for organizations to provide a higher shift differential for **night shift** to Health care, Maintenance, and Security market segments. The majority of market segments are most commonly not eligible for night shift differential, including Administrative support, Court personnel, and Transit workers. WA State provides higher night shift differential for Health care market segment.

It is most common for organizations to provide a higher shift differential for **weekend shift** to Health care and Security market segments. The majority of market segments are most commonly not eligible for weekend shift differential, including Administrative support, Court personnel, and Transit workers. WA State does not provide a weekend shift differential.

3.A.6 Call back and Standby/On-call Rates (per hour) and Percent of Pay

Provide call back and standby/on-call rates per hour and percent of pay. If answers vary, respond for the largest civilian employee group (excluding uniformed public safety personnel and executives)

Total Number of Participants responded to question = 24 organizations

	Call Back Pay			Standby/On-Call Pay		
	\$ Rate per Hour	% of Pay	Number of No Responses	\$ Rate per Hour	% of Pay	Number of No Responses
Mode Response	2 hours @ rate 1.5x	***	28	\$2.00; \$3.00	Lowest Rate: 5% Highest Rate: 25%	22
WA State	3 hours @ base; any additional compensation due	n/a	n/a	n/a	7%	n/a

3.A.7 Call Back and Standby/On-Call Eligibility by Position Type

Call back and standby/on-call eligibility by position type. If answers vary, respond for the largest civilian employee group (excluding uniformed public safety personnel and executives)

Total Number of Participants responded to question = 19 organizations

Position Type	Call Back Pay	Standby/On-Call Pay	Number of No Responses	WA State
	% Market Responses			
OT Eligible Union	37%	37%	24	X
OT Eligible Non- Rep	21%	23%	24	X
OT Exempt Union	2%	2%	24	
OT Exempt Non-Rep	5%	9%	24	

3.A.7 Call Back and Standby/On-Call Eligibility by Market Segment

Provide call back and standby/on-call eligibility by market segment. If answers vary, respond for the largest civilian employee group (excluding uniformed public safety personnel and executives).

Total Number of Participants responded to question = 15 organizations

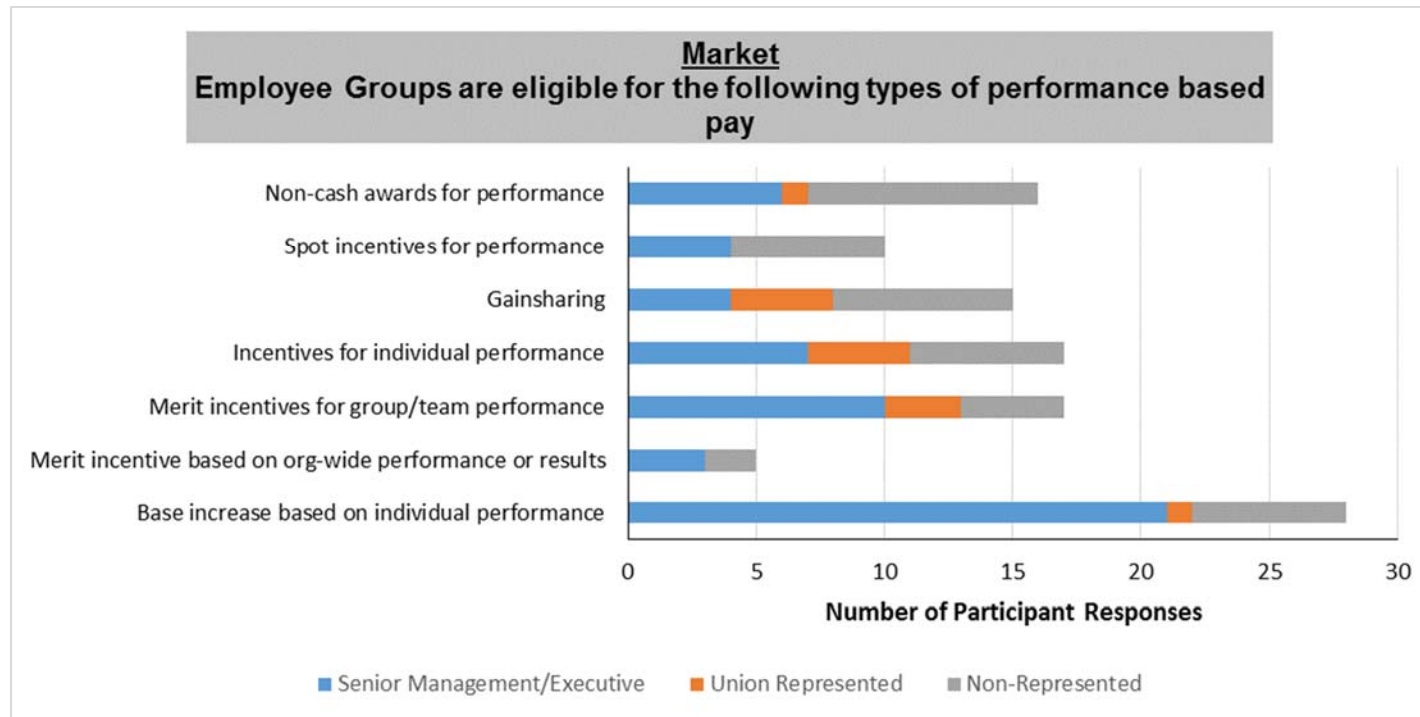
Market Segment	Call Back Pay	Standby/On-Call Pay	Number of No Responses	WA State
	% Market Responses			
Administrative support	7%	7%	28	X
Court personnel	5%	7%	28	X
Health care providers, environmental health staff, or similar roles	16%	19%	28	X
Information technology or computer operations staff	14%	28%	28	X
Maintenance, trades or service workers	35%	42%	28	X
Manufacturing or production workers	5%	2%	28	X
Security or corrections staff	23%	23%	28	X
Transit or transportation workers	14%	12%	28	X
Utility workers	26%	26%	28	X

3.B.1 Performance-Based Pay

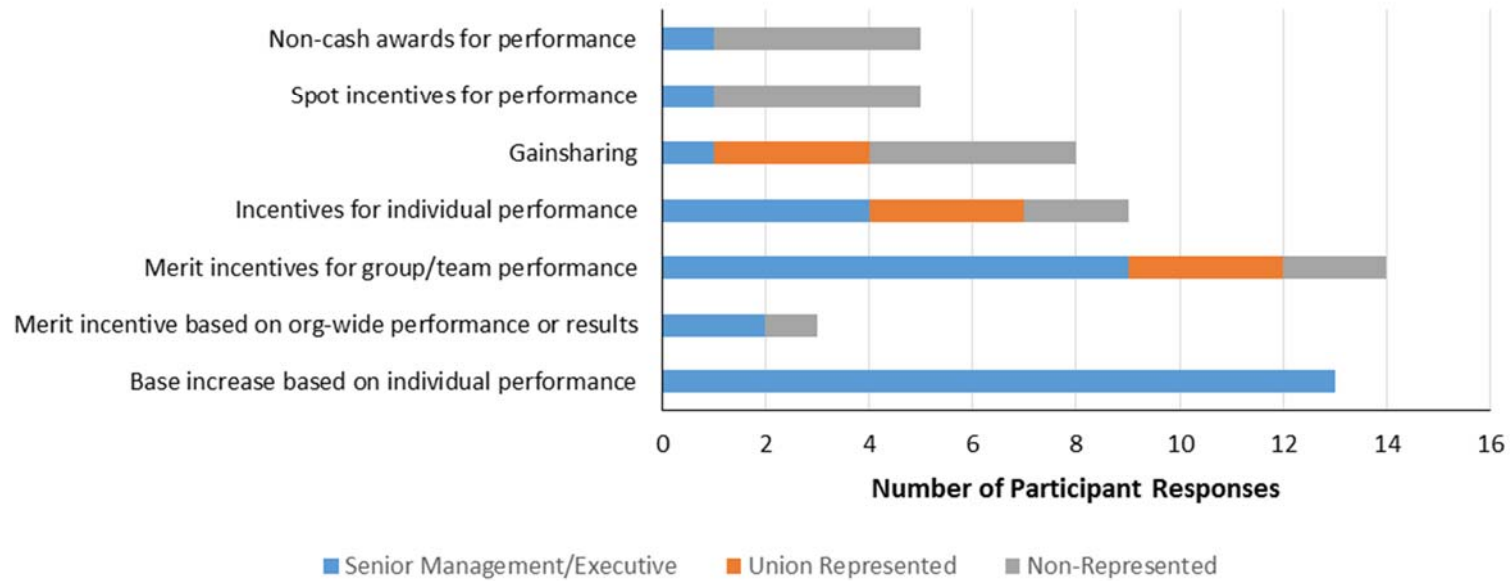
Please indicate which employee groups (if any) are eligible for the following types of performance based pay or recognition. Separate charts have been provided for in-state public sector market, state government, and combined market.

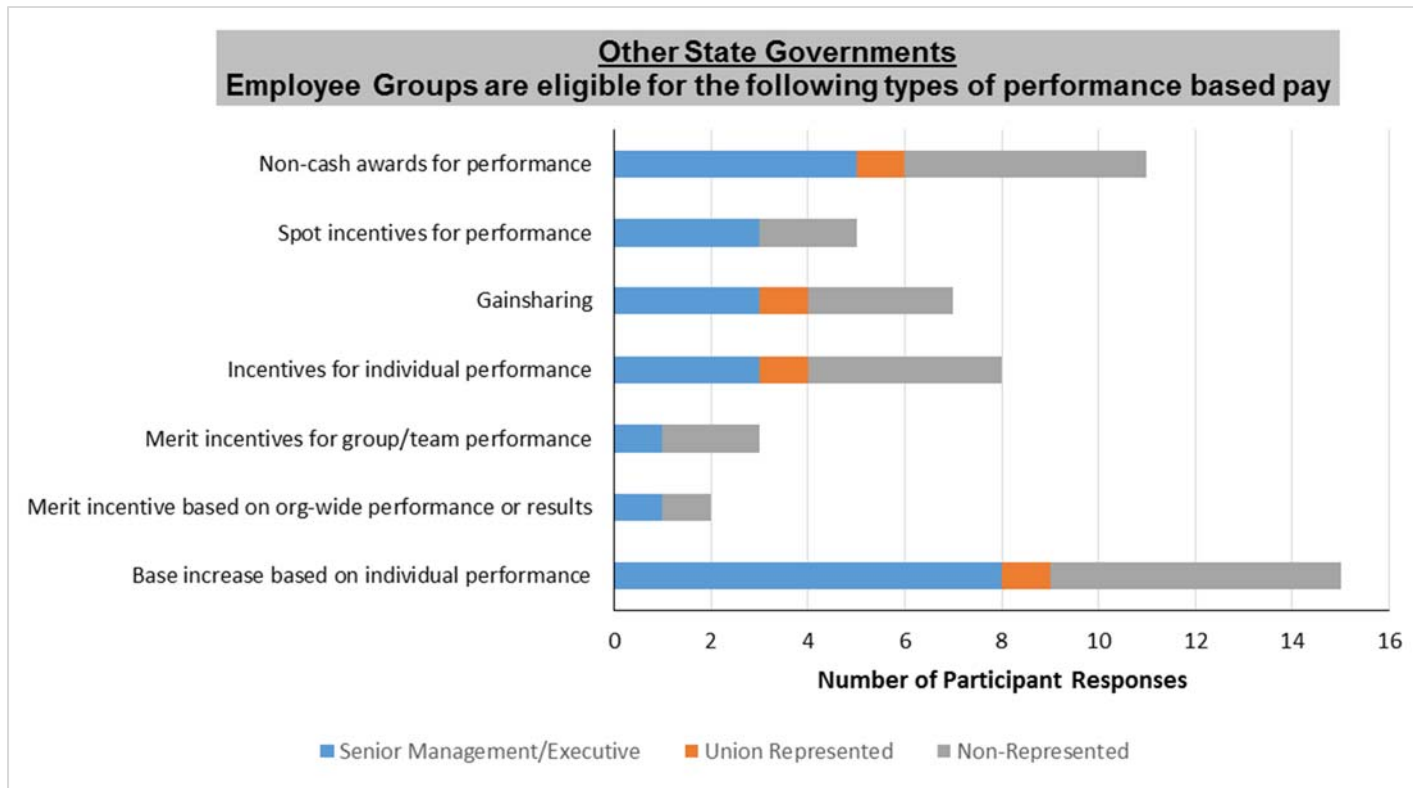
Total Number of Participants responded to question = 25 organizations

WA State provides base pay increase based upon on individual performance to senior management/executive group. For all employees groups, in addition to non-cash awards for performance, WA State agencies have the authority to provide cash awards to recognize employees, either individually or as a class, for accomplishments including outstanding achievements, safety performance, longevity or outstanding public service in accordance with RCW 41.60.150 Recognition Awards.



In-State Public Sector
Employee Groups are eligible for the following types of performance based pay





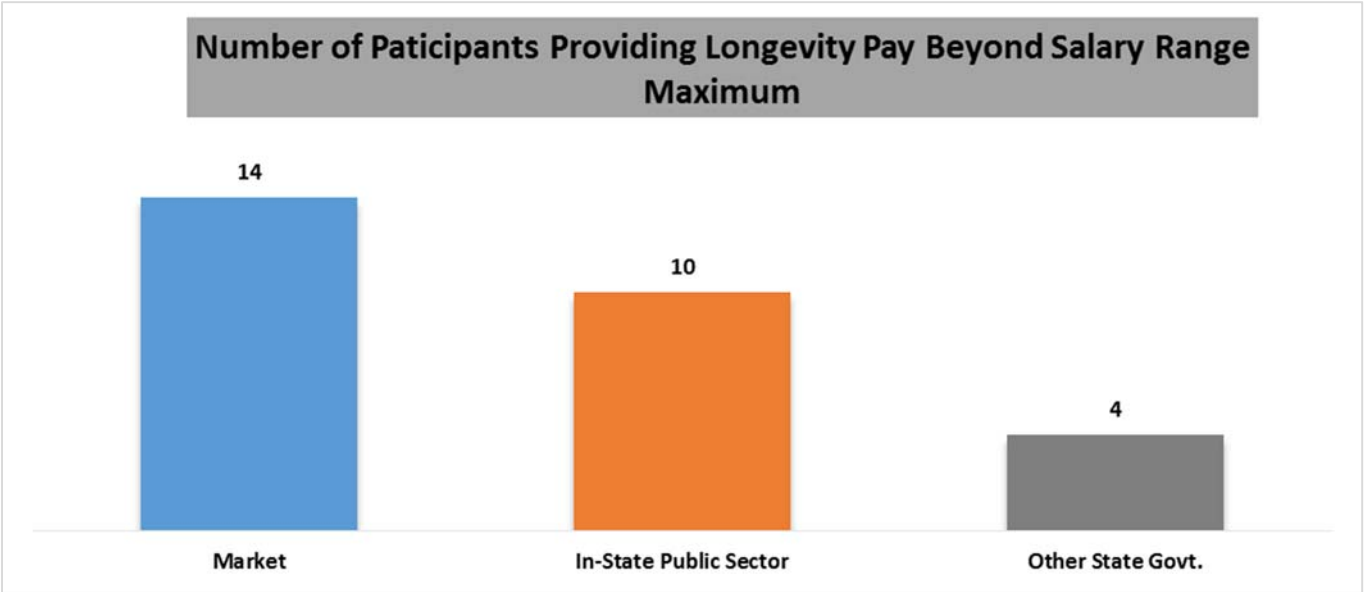
Detailed table included in appendix section 'C' under the same question title.

3.B.2 Longevity Pay

Do you provide longevity pay beyond the maximum of the salary range?

Total Number of Participants responded to question = 35 organizations

WA State provides a longevity pay step equivalent to about 2.5% for all classified jobs



Detailed table included in appendix section 'C' under the same question title.

3.B.3 Other Incentive Pay

Indicate which employee groups (if any) are eligible for the following types of incentive pay.

Total Number of Participants responded to question = 25 organizations

Employee Group	Market	In-State Public Sector	Other State Governments	WA State
	# Responses	# Responses	# Responses	
Additional pay for job related skills, certifications, licenses, etc.				
Senior Management/Executive	6	1	5	
Union Represented	11	5	6	
Non-Represented	6	0	6	
Recruitment or hiring incentive pay				
Senior Management/Executive	5	2	3	X
Union Represented	2	1	1	
Non-Represented	6	2	4	X
Retention, longevity pay, or years of service award				
Senior Management/Executive	11	6	5	
Union Represented	10	7	3	X
Non-Represented	11	6	5	X
Referral incentive pay				
Senior Management/Executive	4	0	4	
Union Represented	3	1	2	
Non-Represented	5	1	4	
Number of No Responses				
Senior Management/Executive	25	18	7	
Union Represented	25	18	7	
Non-Represented	25	19	6	

3.B.4 Other Total Rewards Incentives

Indicate whether employees in your largest civilian employee group (excluding uniformed public safety personnel and executives) are eligible for any of the following:

Total Number of Participants responded to question = 37 organizations

Incentive Type	Market	In-State Public Sector	Other State Governments	WA State*
	# Responses	# Responses	# Responses	Response
Flexible schedule	27	15	12	X
Relocation reimbursement (new hires)	10	7	3	X
Reimbursement for membership dues to job-related professional associations	22	14	8	X
Reimbursement for fees associated with certification/licensing attainment or maintenance	24	14	10	X
Student loan deferral, repayment, or forgiveness	6	4	2	X
Telecommuting	25	12	13	X
Transportation or commuting assistance	16	12	4	X
Tuition assistance/reimbursement	22	13	9	X
None	2	1	1	
Number of No Responses	6	4	2	

* WA State responses are not necessarily available for all agencies based on funding and agency policy.

SECTION 4.A - HEALTH PROGRAMS

This section includes custom survey responses from in-state public sector, other state government participants, and in-state private sector (published data).

Definitions applicable to all health program tables:

Health Plan Tier Labels

Tier 1 – EE Only = Employee Only plan tier

Tier 2 – EE+ S = Employee plus spouse plan tier

Tier 3 – EE+ Child = Employee plus child(ren) plan tier

Tier 4 – Family = Family plan tier

Consumer Directed Health Plan (CDHP) = High Deductible Health Plan (HDHP) + Health Savings Account (HSA)

Market Sector Titles Referenced in Tables and Infographics

Market = combined market includes all custom survey participant data and in-state private sector (published data)

In-State Private Sector = published data

In-State Public Sector = all in-state custom survey participants

Other State Governments = all out-of-state custom survey participants

WA State = Washington State (current)

Note: Includes responses where the participant indicated zero dollars (\$0) as the employee contribution.

4.A.1 Health Benefit Information

The following tables provide summary of Monthly Premiums (Excluding any contributions to Health Savings Account) to the **most popular Medical Plan.**

Note: Includes responses where the participant indicated zero dollars (\$0) as the employee contribution.

Total Number of Participants responded to question = 32 organizations

MARKET

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family	% of Orgs
78% PPO	\$677	\$1,127	\$1,105	\$1,390	\$43	\$163	\$120	\$220	59%

IN-STATE PRIVATE SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family	% of Orgs
100% PPO	\$578	\$999	\$966	\$1,365	\$42	\$263	\$197	\$412	No information

IN-STATE PUBLIC SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family	% of Orgs
86% PPO	\$677	\$1,231	\$1,132	\$1,470	\$40	\$144	\$123	\$218	62%

OTHER STATE GOVERNMENTS

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family	% of Orgs
45% PPO	\$753	\$1,054	\$1,040	\$1,370	\$45	\$175	\$101	\$216	55%

WA STATE

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
PPO	EE only	EE + S	Yes	Family	EE only	EE + S	EE + C	Family	Yes
	\$525	\$1,040	\$919	\$1,434	\$94	\$198	\$165	\$269	

The following tables provide a summary of Monthly Premiums (Excluding any contributions to Health Savings Account) to the **second most popular Medical Plan.**

Total Number of Participants responded to question = 28 organizations

MARKET

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family	% of Orgs
57% HMO	\$659	\$1,117	\$1,020	\$1,314	\$40	\$109	\$101	\$166	64%

IN-STATE PRIVATE SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family	% of Orgs
No published survey information available									

IN-STATE PUBLIC SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family	% of Orgs
74% HMO	\$654	\$1,107	\$1,054	\$1,300	\$38	\$100	\$103	\$136	68%

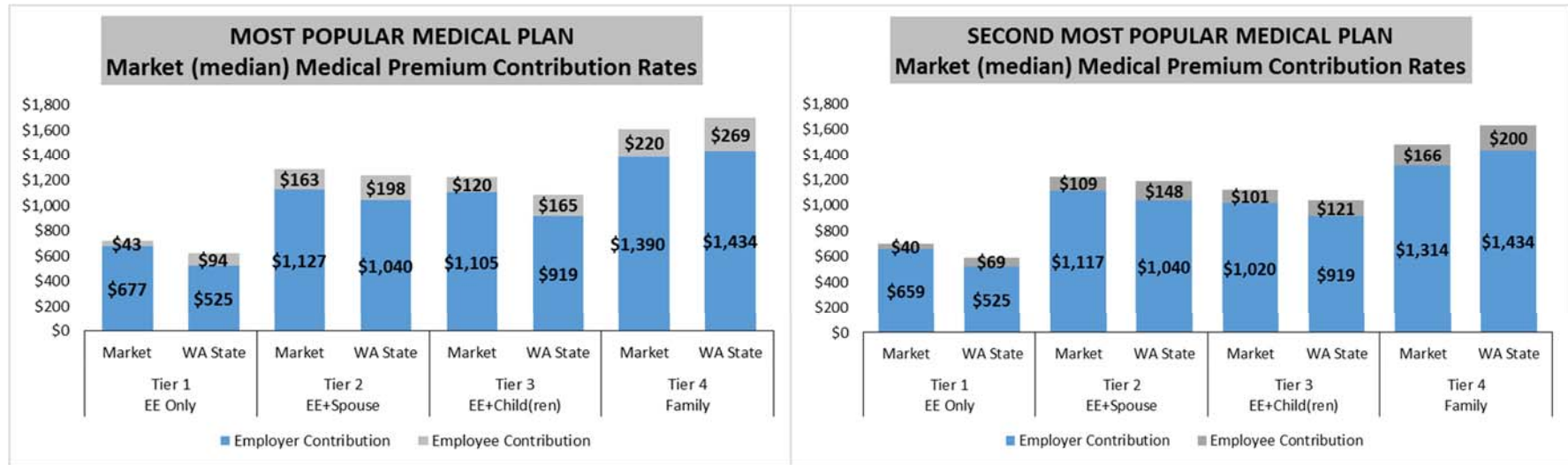
OTHER STATE GOVERNMENTS

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family	% of Orgs
33% PPO 22% HMO 22%CDHP	\$725	\$1,117	\$1,020	\$1,339	\$61	\$160	\$87	\$233	56%

WA STATE

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)				Vision Included?
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family	
HMO	\$525	\$1,040	\$919	\$1,434	\$69	\$148	\$121	\$200	Yes

The following charts provide comparisons of Employer and Employee Premium Contribution amounts towards the most popular Medical Plan and second most popular Medical Plan as reported by organizations.



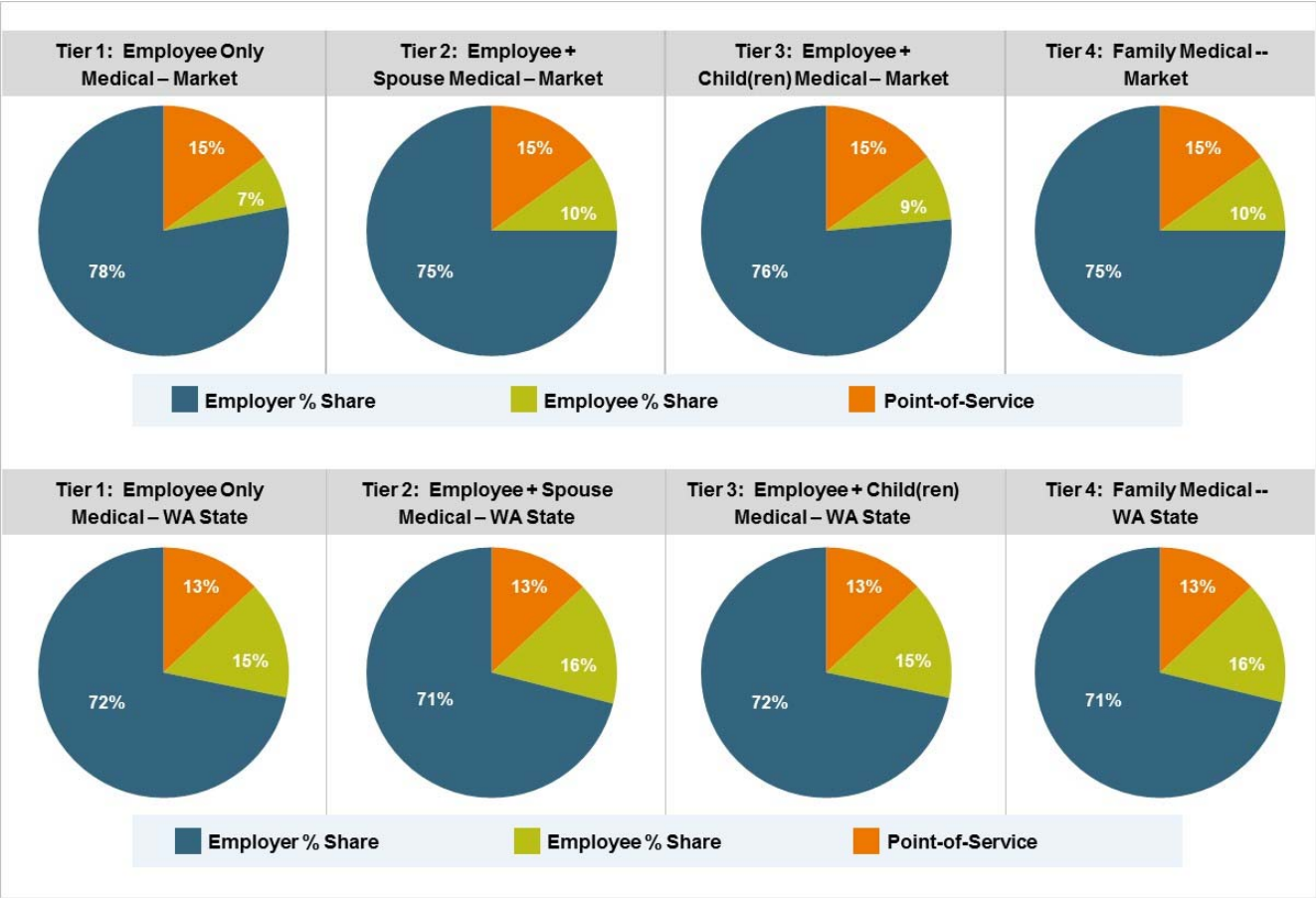
Most popular medical plan - Participant reported plans were a mix of 22 PPO plans; 3 CDHP plans; 1 HMO plan

Second most popular medical plan - Participant reported plans were a mix of 16 HMO plans; 6 PPO plans; 3 CDHP plans

The following charts depict Employer Premium Contribution, Employee Premium Contribution, and Point-of-Service Percentages from the most popular Medical Plan broken out by medical plan tiers.

These pie charts were calculated using participant information where metal tier or actuarial value was reported. This data will not align with charts on page 39.

Total Number of Participants responded to question = 23 organizations

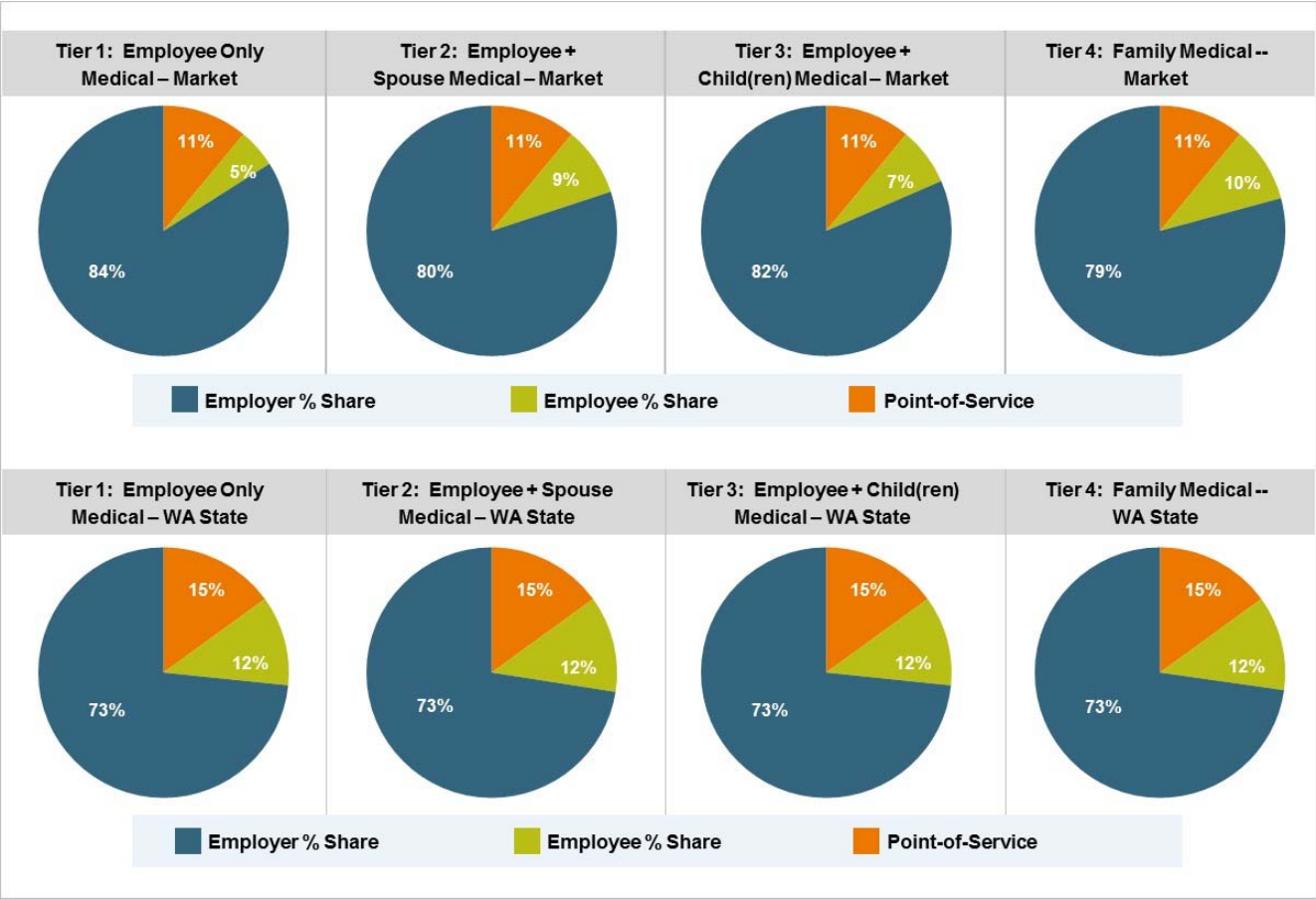


Notes

- 1. The Actuarial Value (AV)/ Metal Tier designation as computed from the Federal AV Calculator represent the estimated percentage of plan liability for essential health benefits within the in-network plan design based on national assumptions of annual utilization and cost.
- 2. The AV/Metal Tier percentage does not reflect local or plan specific costs, benefits that are non-essential or out-of-network.

The following charts depict reported Employer Premium Contribution, Employee Premium Contribution, and Point-of-service Percentages from the second most popular Medical Plan broken out by medical plan tiers. These pie charts were calculated using participant where metal tier or actuarial value was reported. This data will not align with charts on page 40.

Total Number of Participants responded to question = 21 organizations

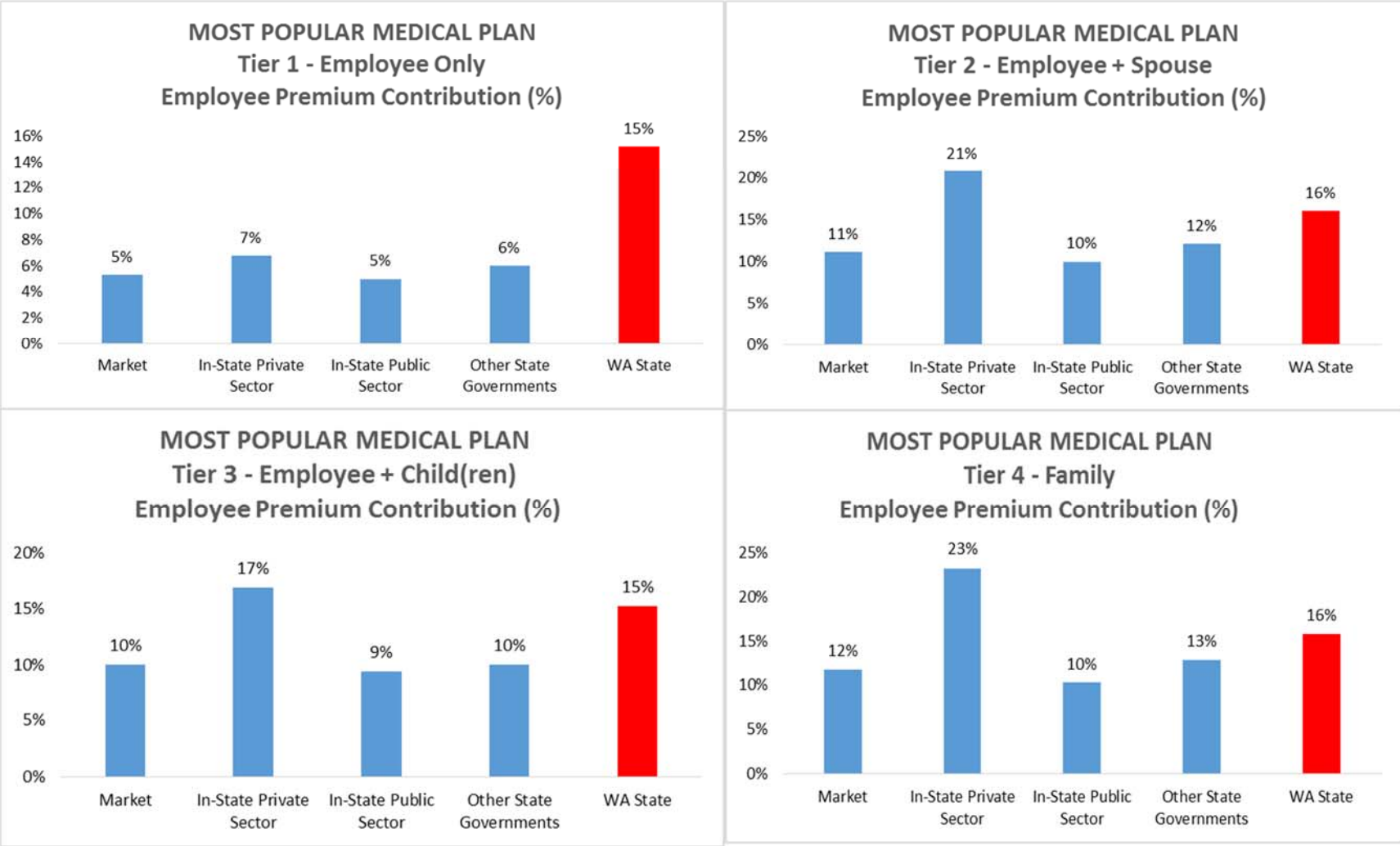


Notes

- 1. The Actuarial Value (AV)/ Metal Tier designation as computed from the Federal AV Calculator represent the estimated percentage of plan liability for essential health benefits within the in-network plan design based on national assumptions of annual utilization and cost.
- 2. The AV/Metal Tier percentage does not reflect local or plan specific costs, benefits that are non-essential or out-of-network.

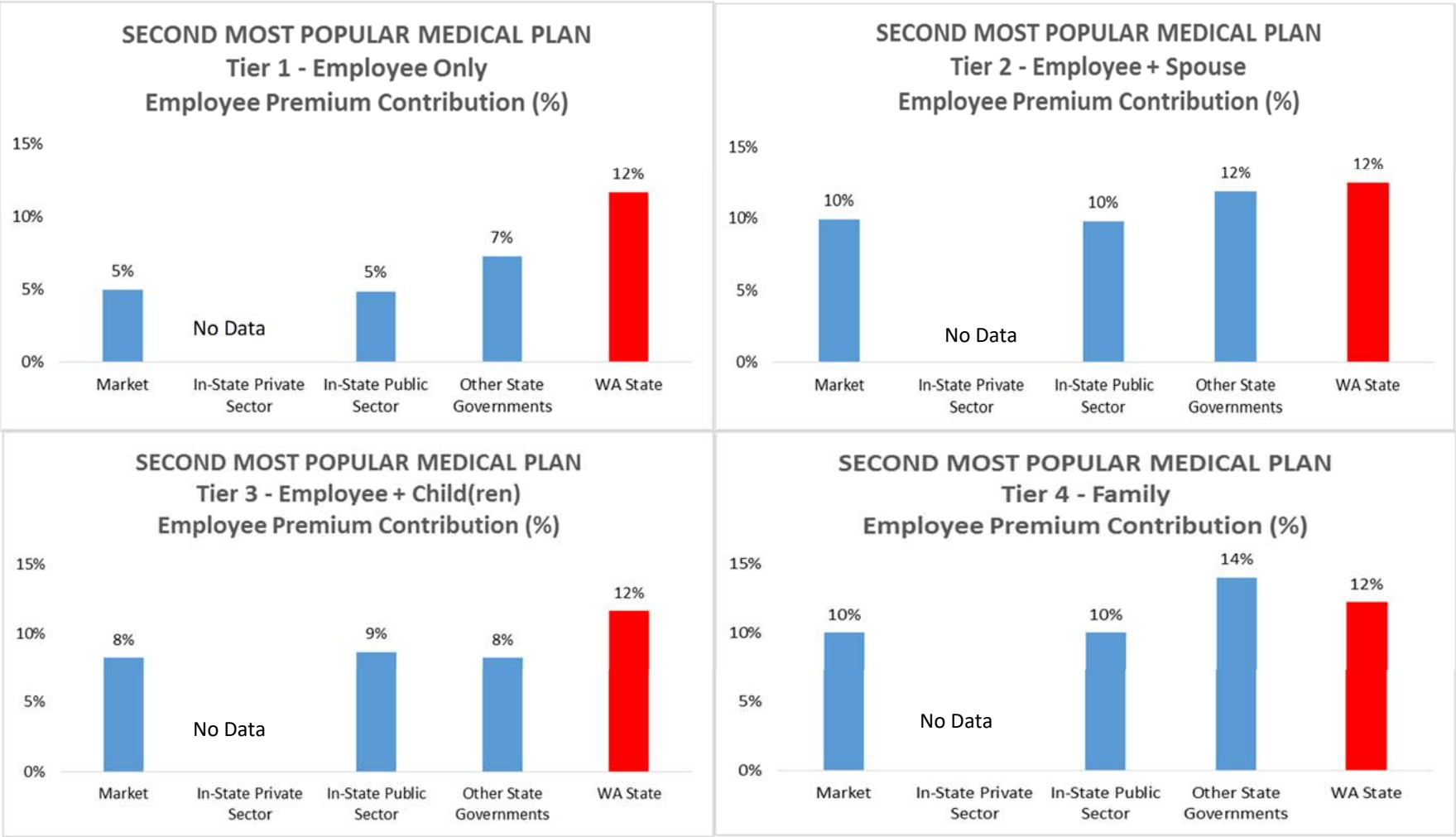
The following charts illustrate Employee Premium Contribution Percent for the most popular Medical Plan for all plan tiers.

Number of participants that responded to the most popular medical plan question = 32 organizations



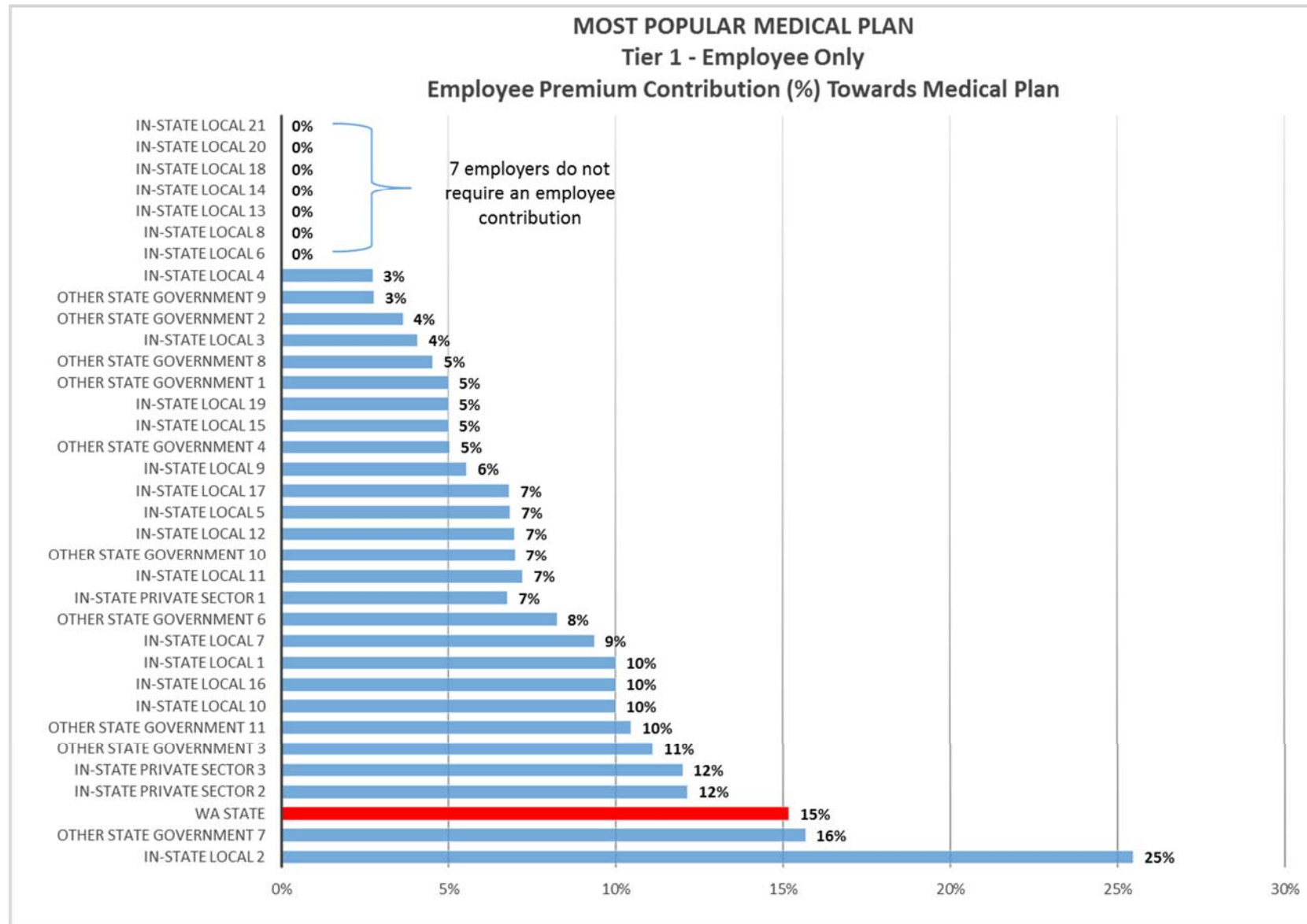
The following charts illustrate Employee Premium Contribution Percent for the second most popular Medical Plan for all plan tiers.

Number of participants that responded to the second most popular medical plan = 28 organizations

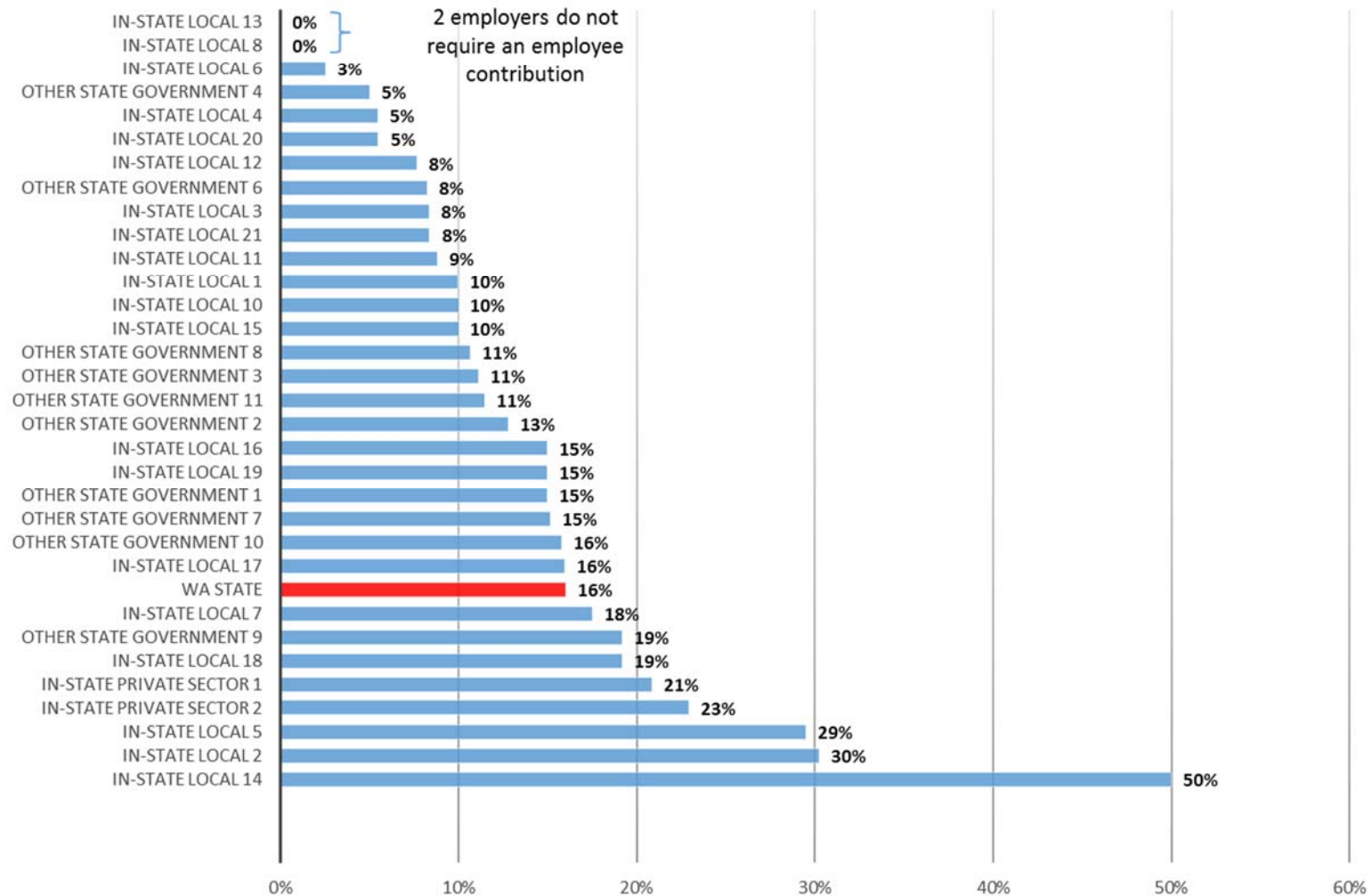


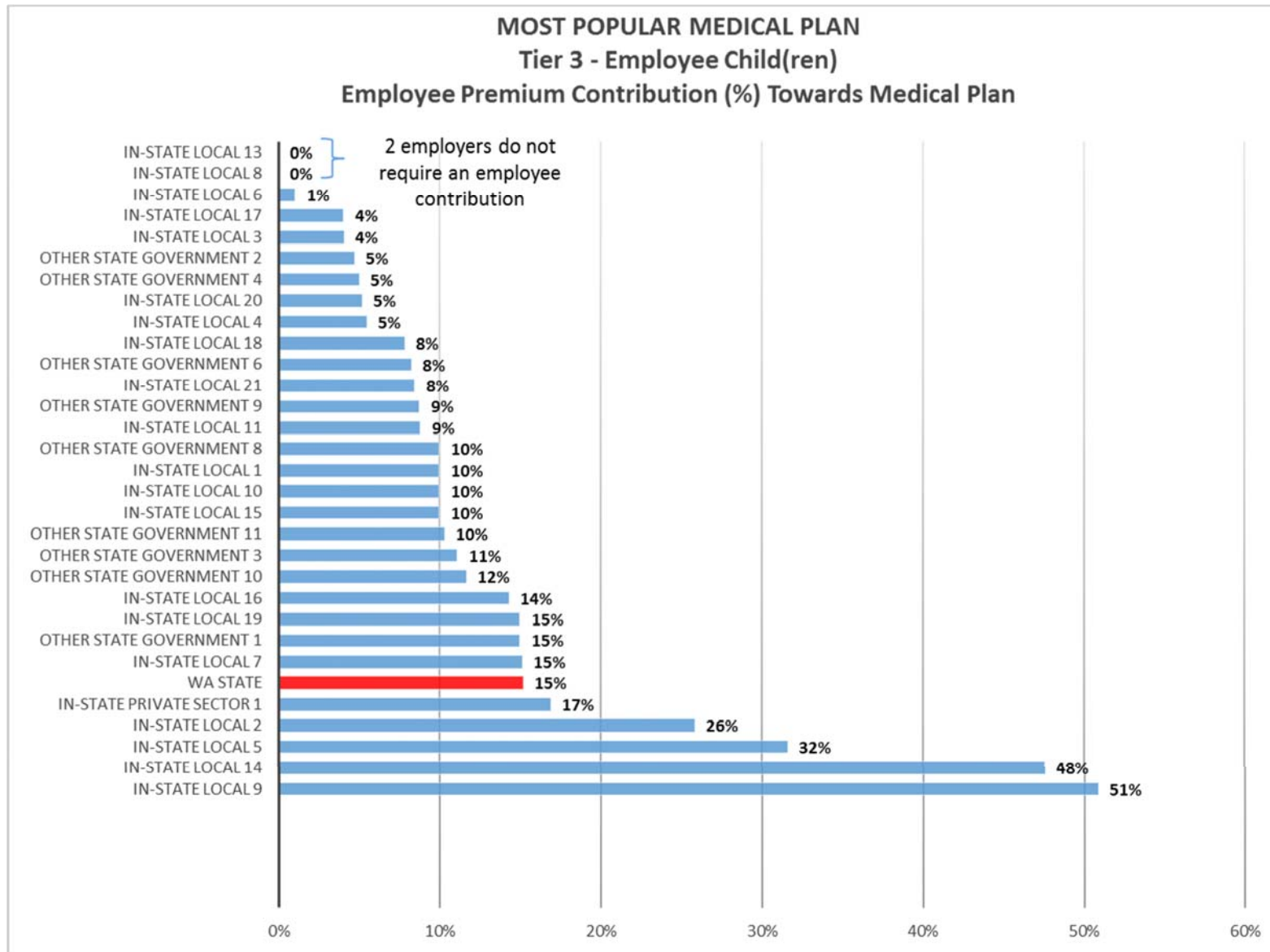
The following charts show the Employee Premium Contribution Percent by participant for the most popular Medical Plan for all plan tiers.

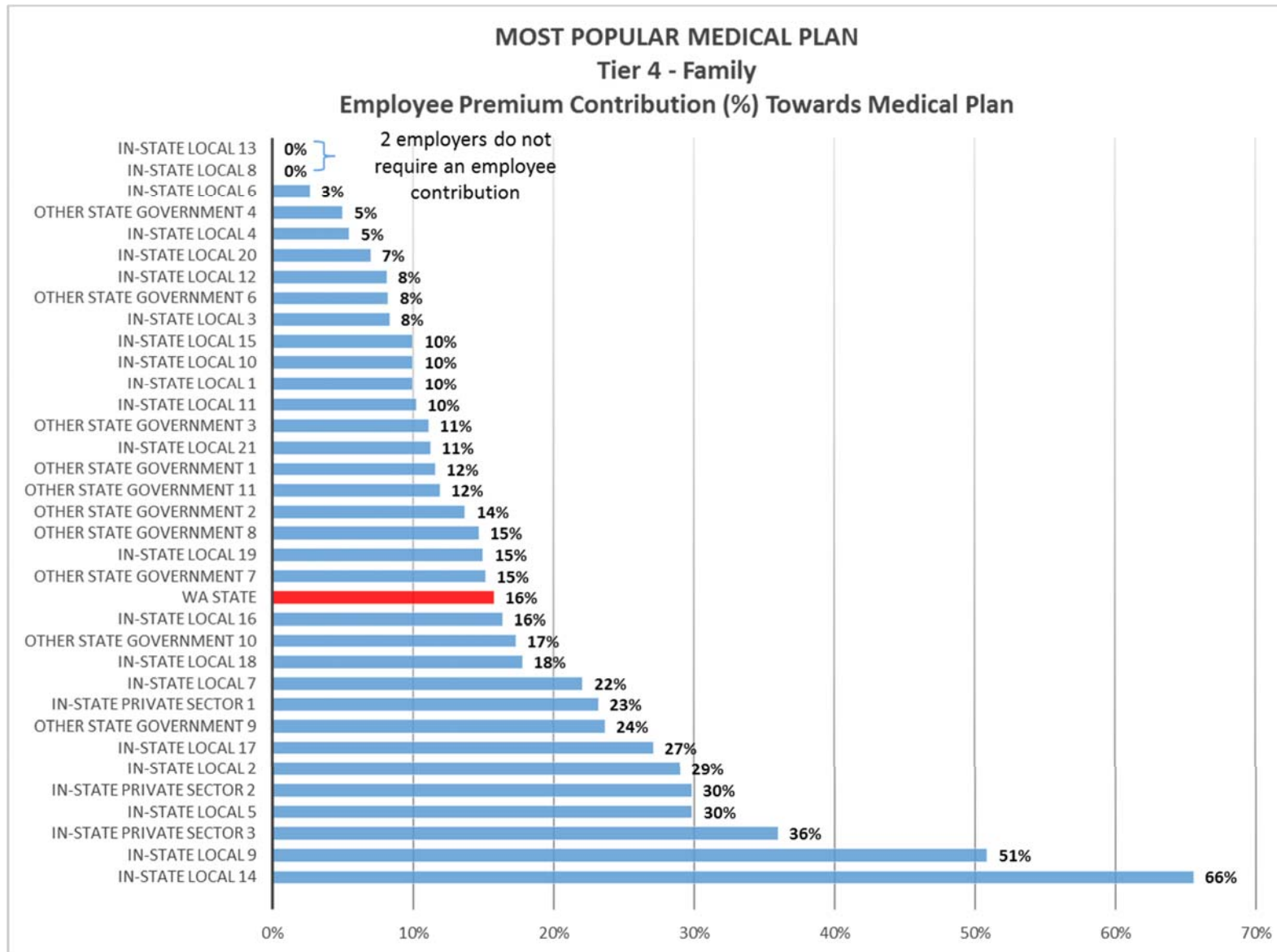
Number of participants that responded to the most popular medical plan = 32 organizations



MOST POPULAR MEDICAL PLAN
Tier 2 - Employee plus Spouse
Employee Premium Contribution (%) Towards Medical Plan







4.A.2 Employer Contribution to Health Savings Account

The following table provides summary of Employer Contribution to Health Savings Account: (\$) Monthly Premiums for the **most popular Medical Plan Health Savings Account (HSA).**

Total Number of Participants responded to question = 4 organizations

MARKET

Type of Plan?	Monthly Employer Contribution (\$) (Median)			
% of Orgs	EE only	EE + S	EE + C	Family
Mix of different plans	\$61	\$117	\$117	\$117

IN-STATE PRIVATE SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)			
% of Orgs	EE only	EE + S	EE + C	Family
No information	\$65	\$117	\$117	\$117

IN-STATE PUBLIC SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)			
% of Orgs	EE only	EE + S	EE + C	Family
***	***	***	***	***

OTHER STATE GOVERNMENTS

Type of Plan?	Monthly Employer Contribution (\$) (Median)			
% of Orgs	EE only	EE + S	EE + C	Family
***	***	***	***	***

WA STATE

Type of Plan?	Monthly Employer Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family
In regards to medical plans with health savings accounts (HSA), the market median for the monthly employer contribution to an HSA for a single employee is \$61 compared to WA state's contribution of \$58. For all other tiers the market median for the monthly employer contribution is \$117 which is aligned with the WA state's contribution of \$117.				

There is insufficient information to report on Monthly Premiums to the **second most popular plan for Health Savings Account (HSA).**

Total Number of Participants responded to question = 3 organizations

4.A.3 Vision Plans

The following table provides summary for Monthly Premiums (Excluding any contributions to Health Savings Account) to the **most popular Vision Plan**. Data set includes participants that reported they do not include vision in their medical plan.

WA STATE vision plan is included in the medical plan.

Total Number of Participants responded to question = 8 organizations

MARKET

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
100% PPO	\$8	\$9	\$9	\$10	\$0	\$1	\$1	\$1

IN-STATE PRIVATE SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
No information	\$7	\$8	\$8	\$10	\$0	\$3	\$4	\$7

IN-STATE PUBLIC SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
100% PPO	\$9	\$11	\$11	\$11	\$0	\$0	\$0	\$0

OTHER STATE GOVERNMENTS

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
% of Orgs	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
***	***	***	***	***	***	***	***	***

Most popular Vision Plan - Participants reported 8 PPO plans

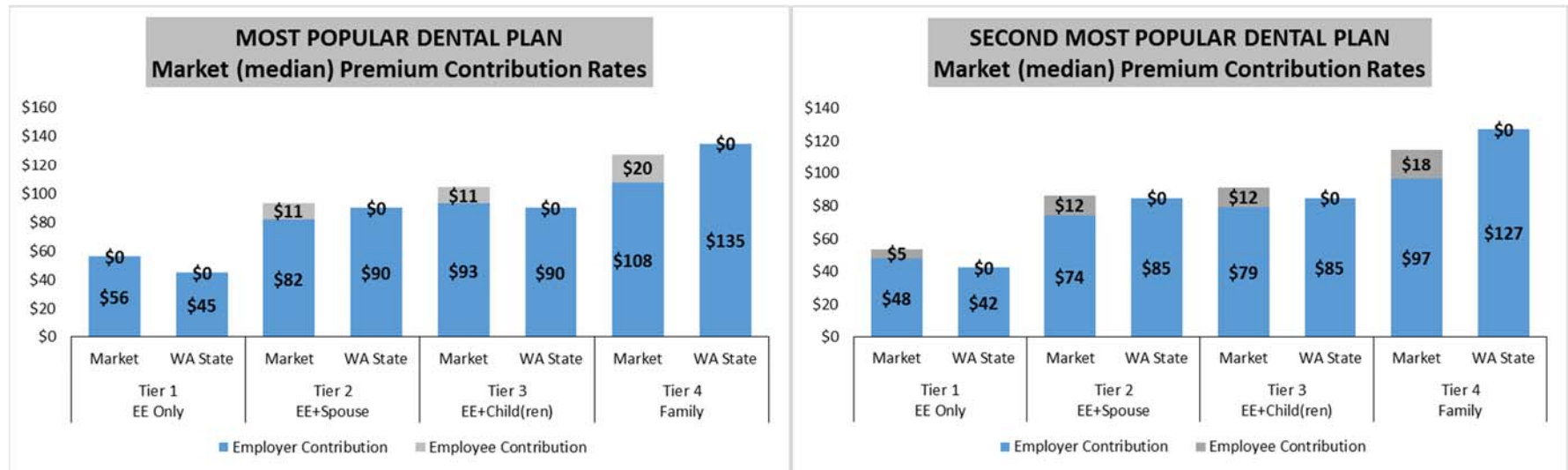
There is insufficient information to report on Monthly Premiums (Excluding any contributions to Health Savings Account) for the **second most popular Vision Plan**.

4.A.4 Dental Plans

The following charts provide the monthly median Market Premium Contribution rates for the most popular Dental Plan and second most popular Dental Plan.

Total Number of Participants responded to the most popular dental plan = 24 organizations

Total Number of Participants responded to the second most popular dental plan = 13 organizations

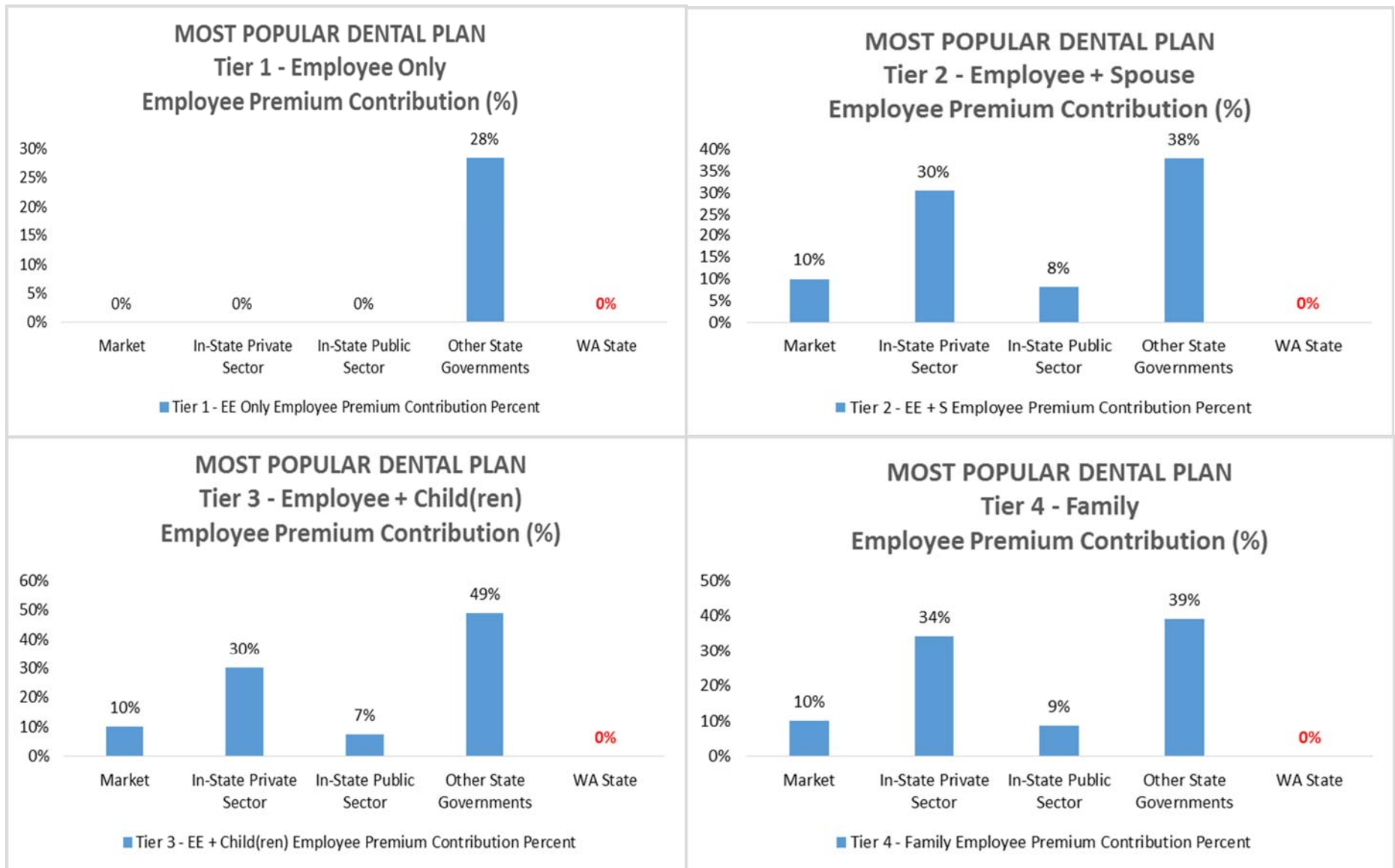


Detailed table included in appendix section 'C' under the same question title.

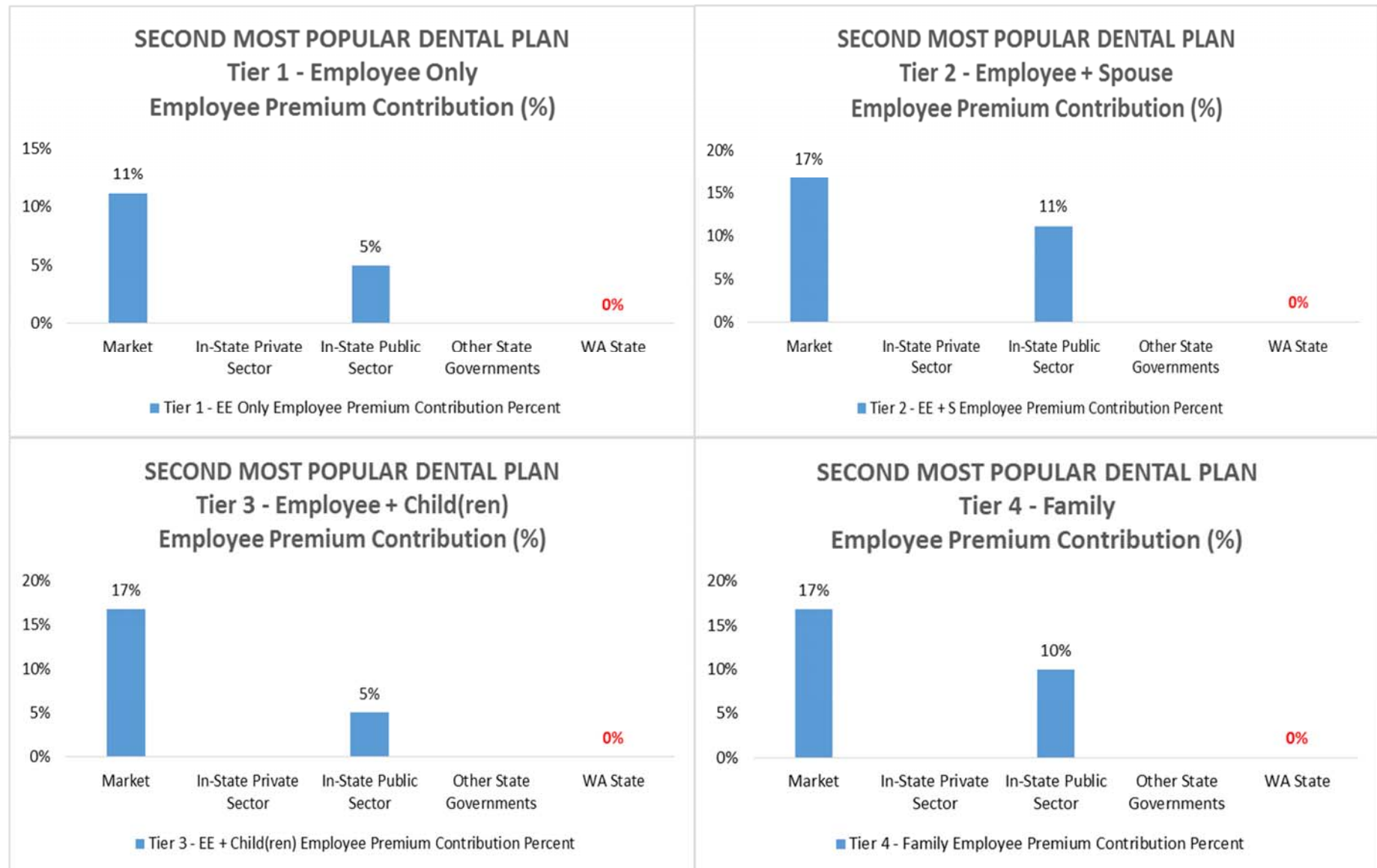
Most popular dental plan - Participants reported 21 PPO plans

Second most popular dental plan - Participants reported 8 HMO plans; 4 PPO plans

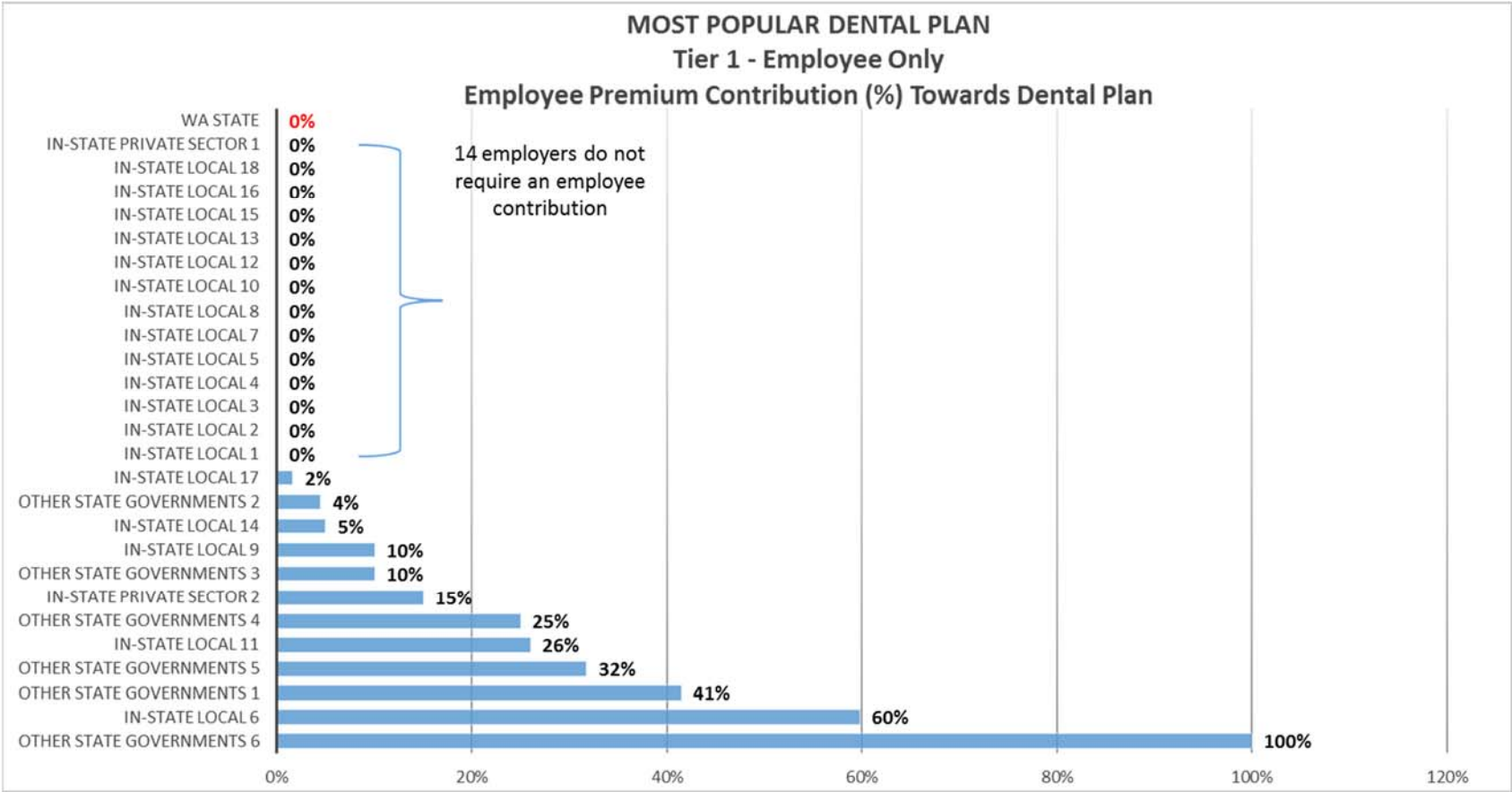
The following chart provides the monthly median Employee Premium Contribution Percent for the most popular Dental Plan for all plan tiers.

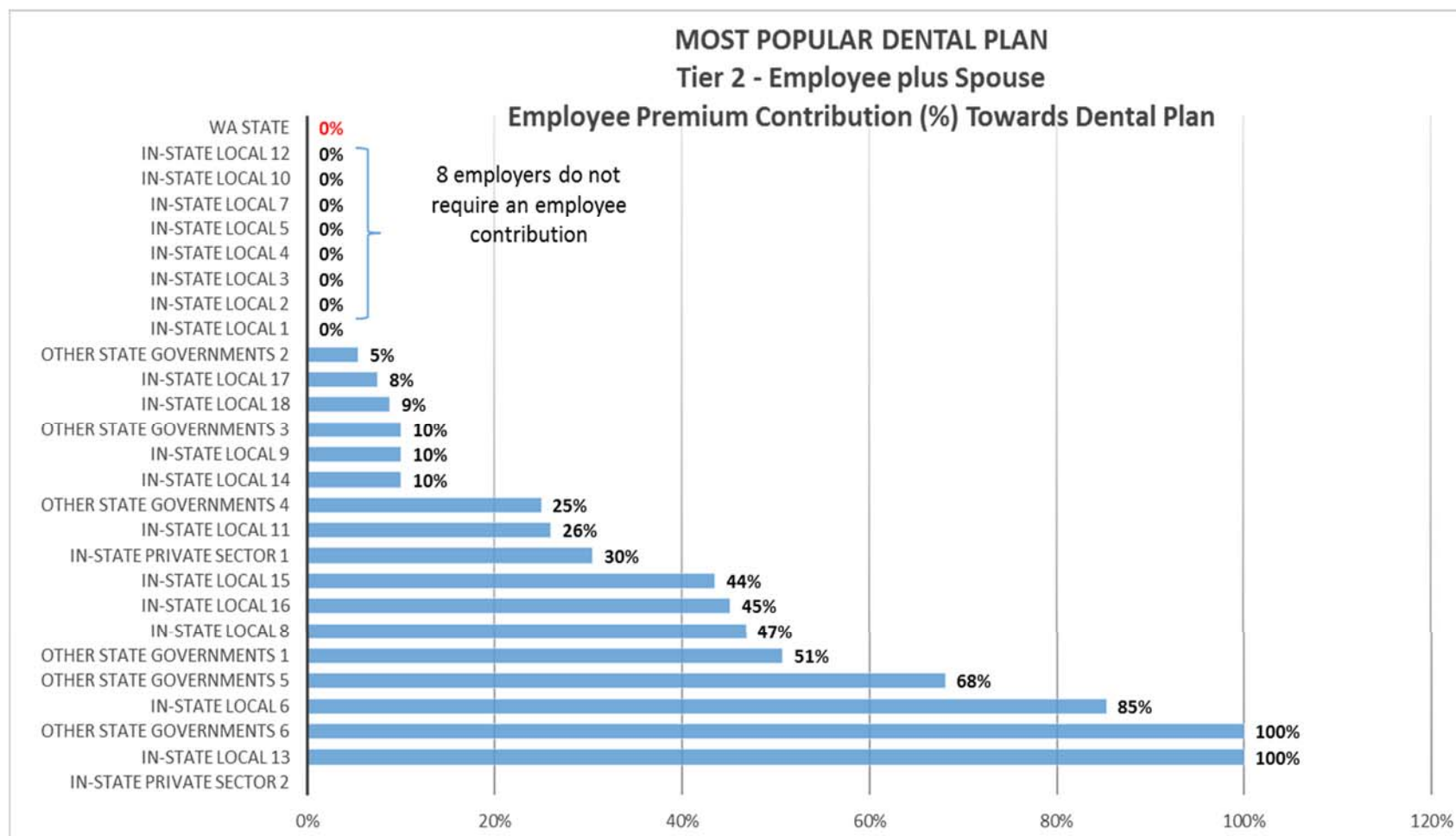


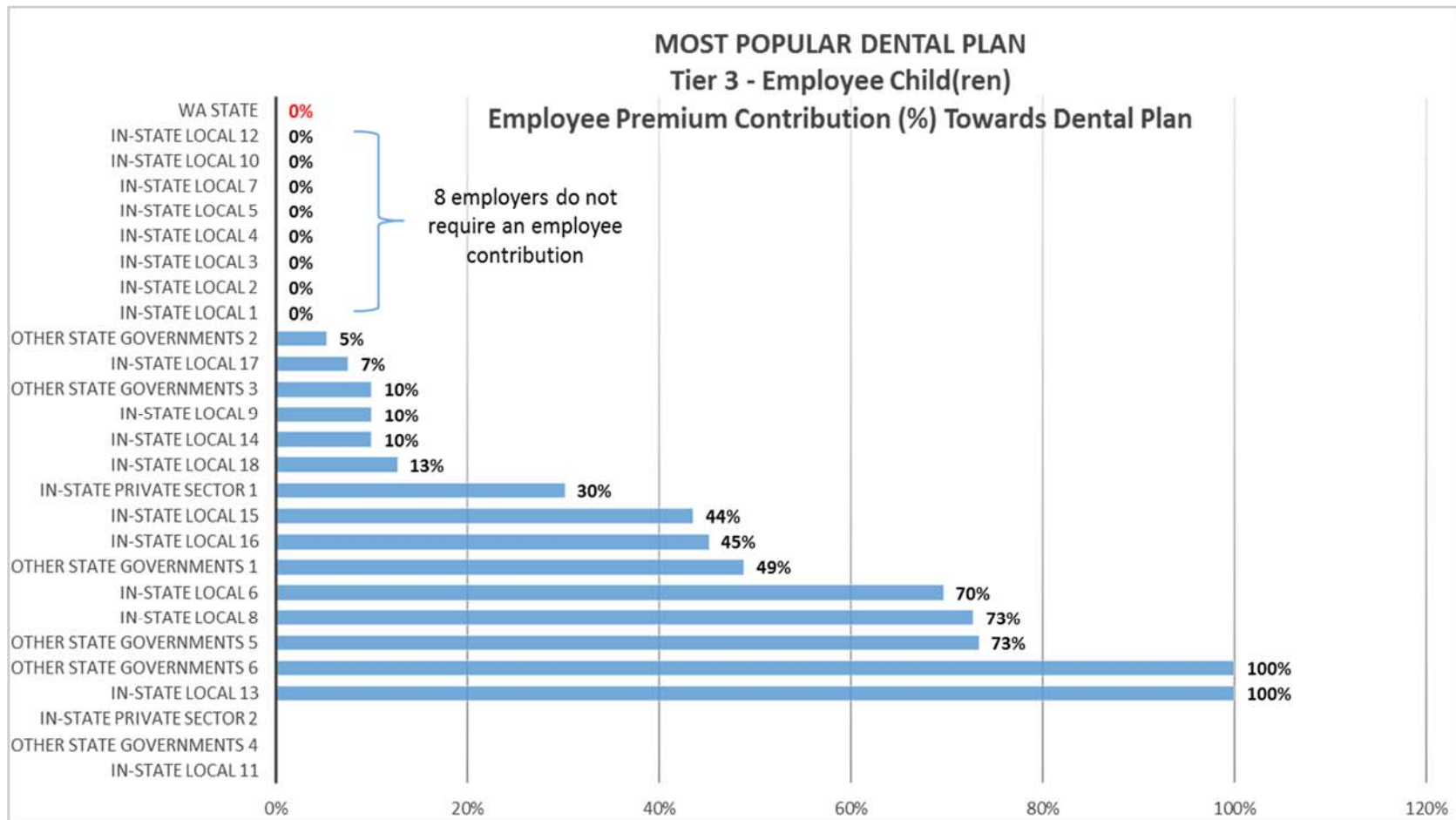
The following chart provides the monthly median Employee Premium Contribution Percent for the second most popular Dental Plan for all plan tiers.

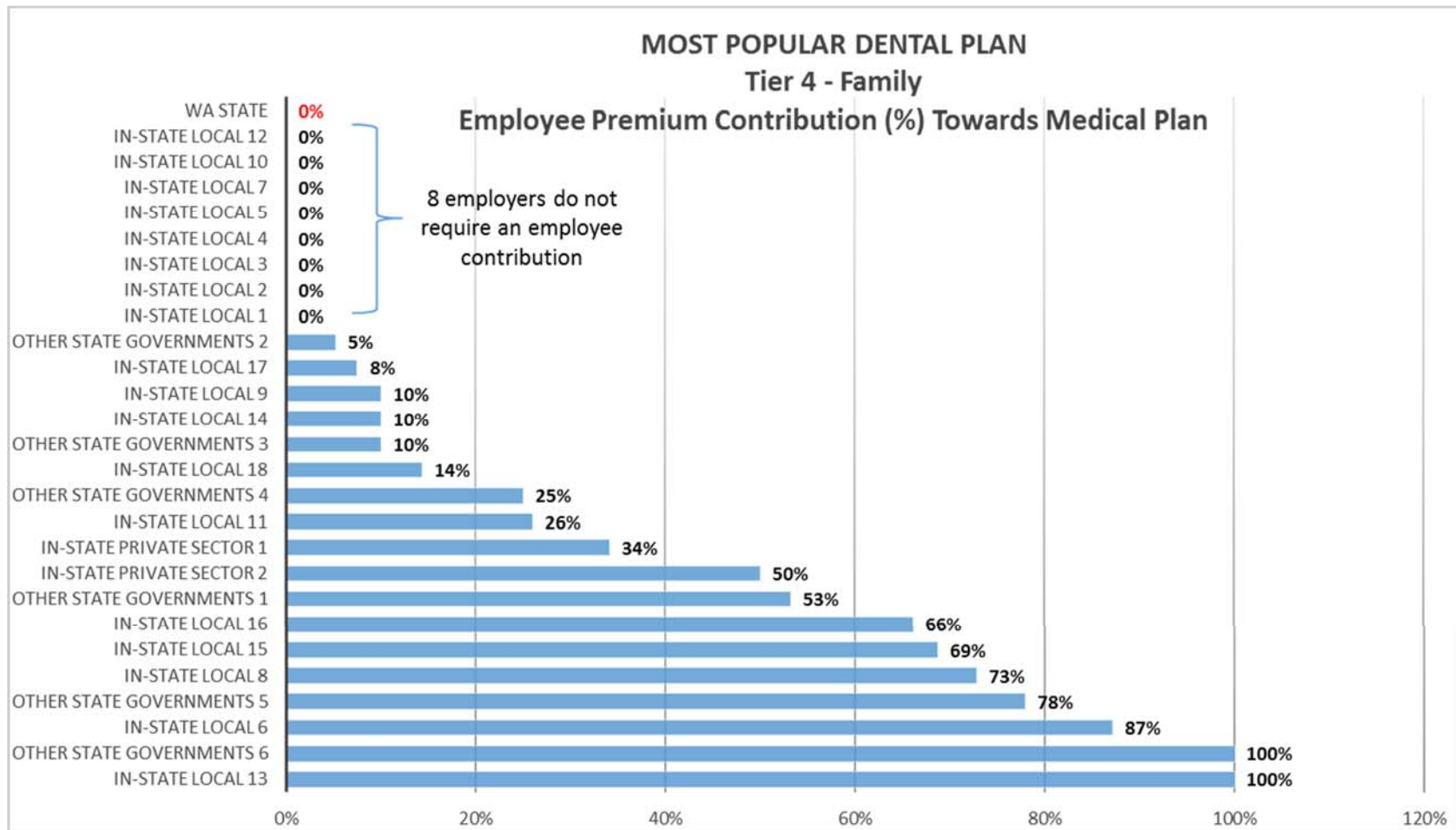


The following chart provides monthly median Employee Contribution percent by participant for the most popular Dental Plan for all plan tiers.









SECTION 4.B - WELLNESS PROGRAMS & ACTIVITES

This section includes custom survey responses from in-state public sector, other state government participants, and in-state private sector (published data).

4.B.1 Wellness Programs/Activities/Policies

Do you offer any health and wellness programs, activities or policies?

Total Number of Participants responded to question = 30 organizations

WA State offers Wellness Programs



Detailed table included in appendix section 'C' under the same question title.

4.B.2 Wellness Program Participation Rates

Approximately what percentage of your workforce currently participates in a wellness program or activity?

Total Number of Participants responded to question = 19 organizations

Percent Participation	Market	In-State Public Sector	Other State Governments	WA State
	# Responses	# Responses	# Responses	# Responses
0%-25%	7	6	1	n/a
26%-50%	6	5	1	n/a
51%-100%	6	5	1	n/a

4.B.3 Impact of Wellness Programs on Health Benefit Claims

To what extent has your organization seen a reduction in health benefit claims costs attributable to the investment in wellness/health programs or activities?

Total Number of Participants responded to question = 15 organizations

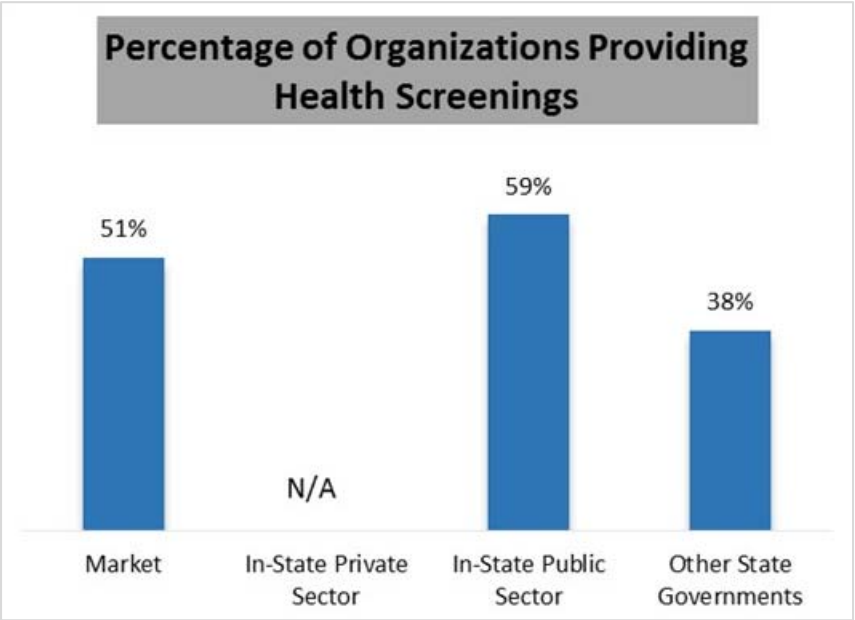
Extent of Reduction in Health Benefit Claims Costs	Market	In-State Public Sector	Other State Governments	WA State
	# Responses	# Responses	# Responses	# Responses
None	6	4	2	X
Minimal Reduction	7	5	2	
Significant Reduction	2	2	0	

4.B.4 Health Screenings

Do you offer any health screenings?

Total Number of Participants responded to question = 29 organizations

WA State offers health screenings.
In-State Private Sector has been reported 'n/a' as no information is available.



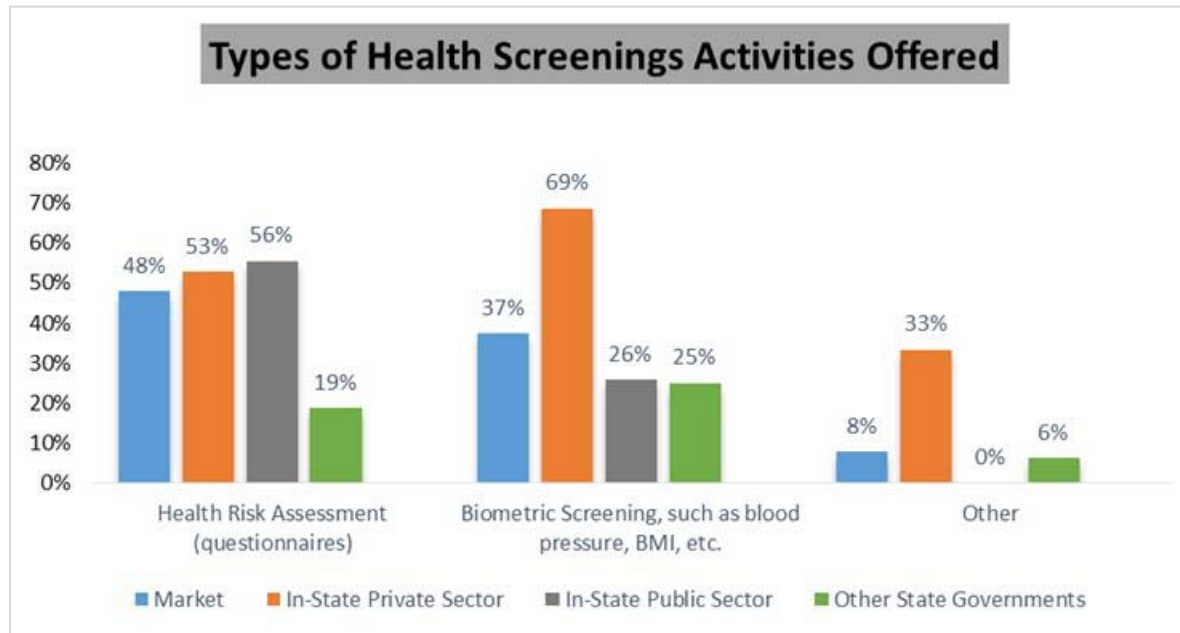
Detailed table included in appendix section 'C' under the same question title.

4.B.4 Access to any of the following health screening activities to employees

Indicate whether you offer or provide access to any of the following health screening activities to employees. *Respondents could check more than one answer.*

Total Number of Participants responded to question = 22 organizations

WA State offers health risk assessments, biometric screening and other health screening activities to employees.



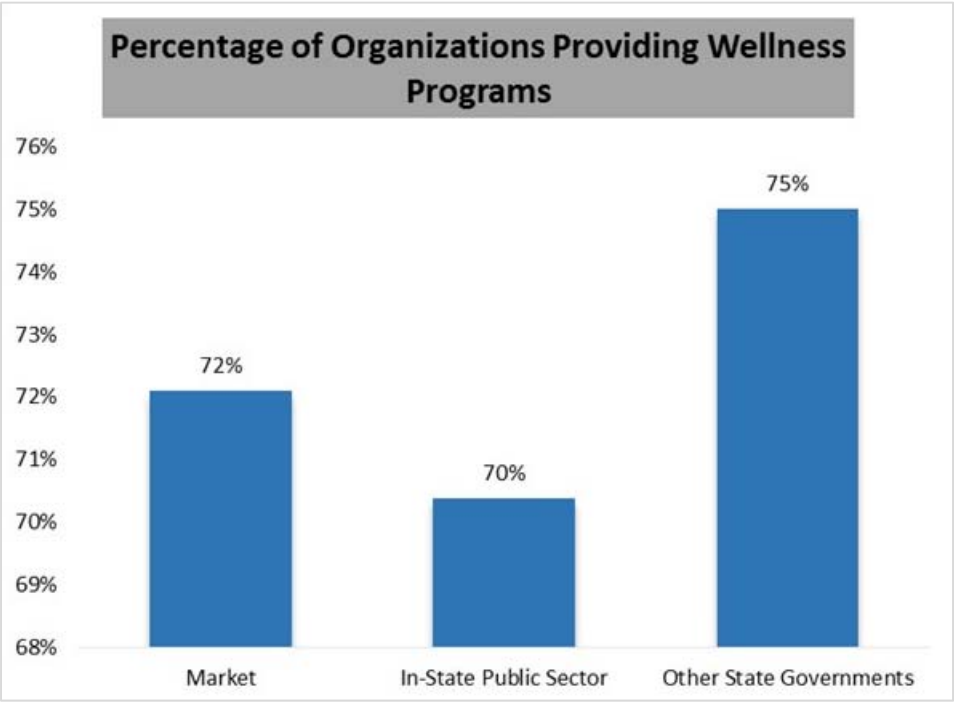
Detailed table included in appendix section 'C' under the same question title.

4.B.5 Health or wellness activities or programs

Do you offer any health or wellness activities or programs?

Total Number of Participants responded to question = 37 organizations

WA State offers health or wellness activities.



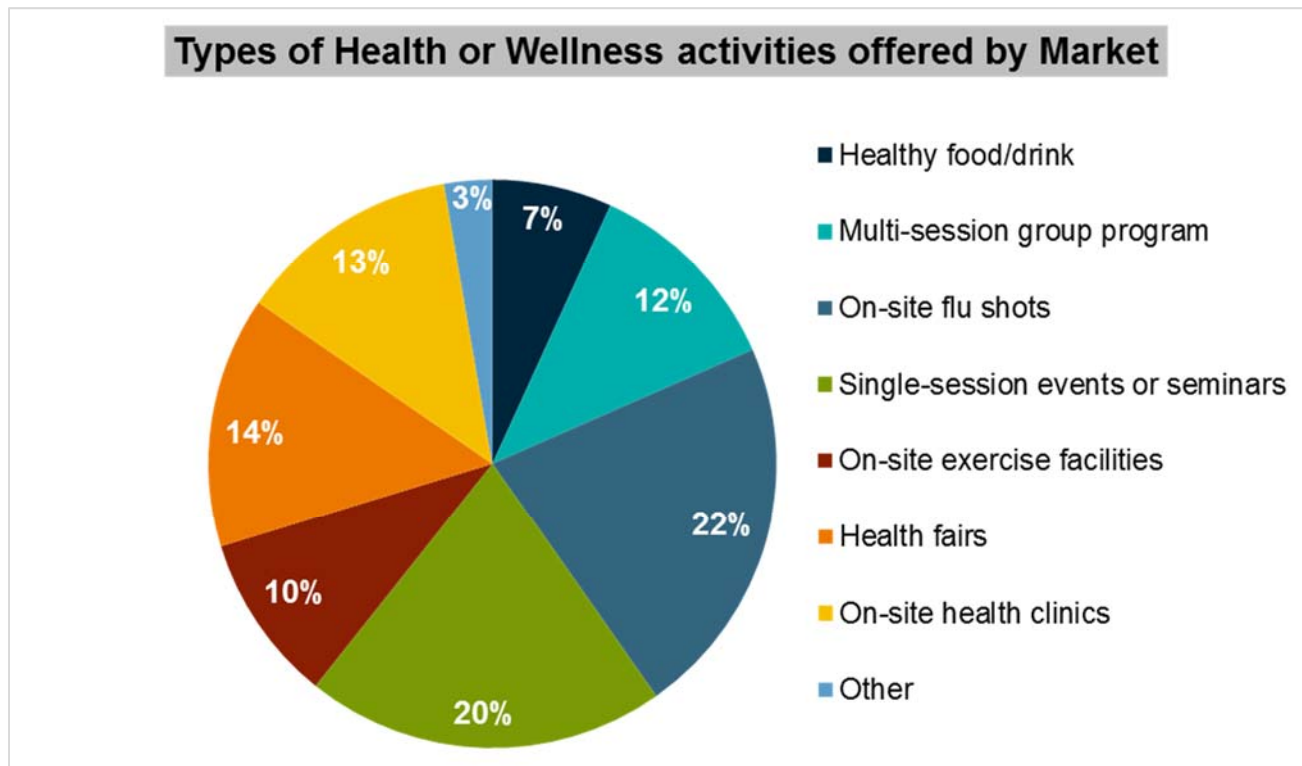
Detailed table included in appendix section 'C' under the same question title.

4.B.5 Types of Health or Wellness Activity or Program

Types of Health or Wellness Activity or Program provided by organizations to employees.

Total Number of Participants responded to question = 30 organizations

WA State offers healthy food/drink options, multi-session group programs, on-site flu shots, and some on-site exercise facilities.

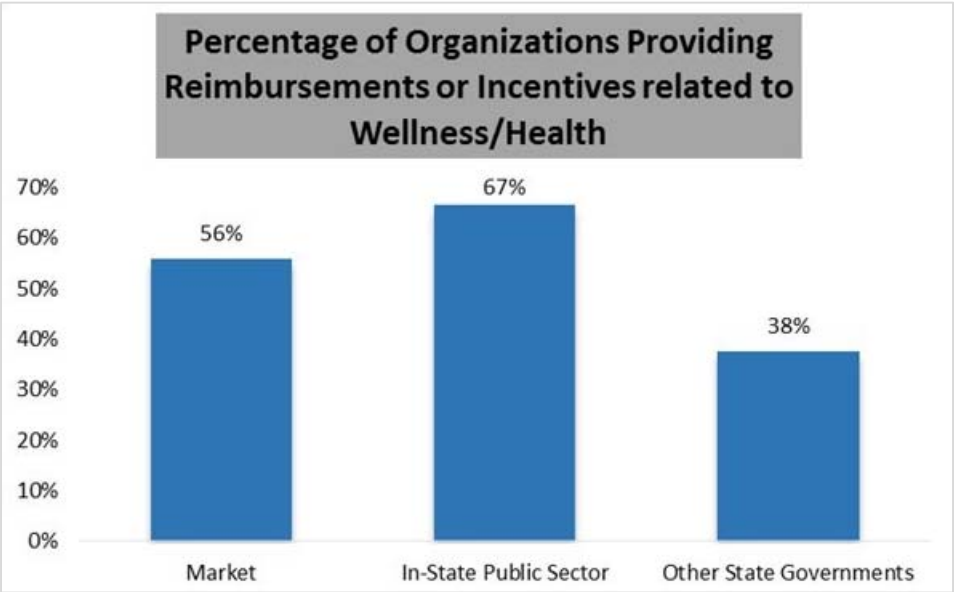


Detailed table included in appendix section 'C' under the same question title.

4.B.6 Reimbursements or Incentives Related to Wellness/Health
Do you offer any reimbursements or incentives related to wellness/health?

Total Number of Participants responded to question = 36 organizations

WA State provides wellness/health incentives.



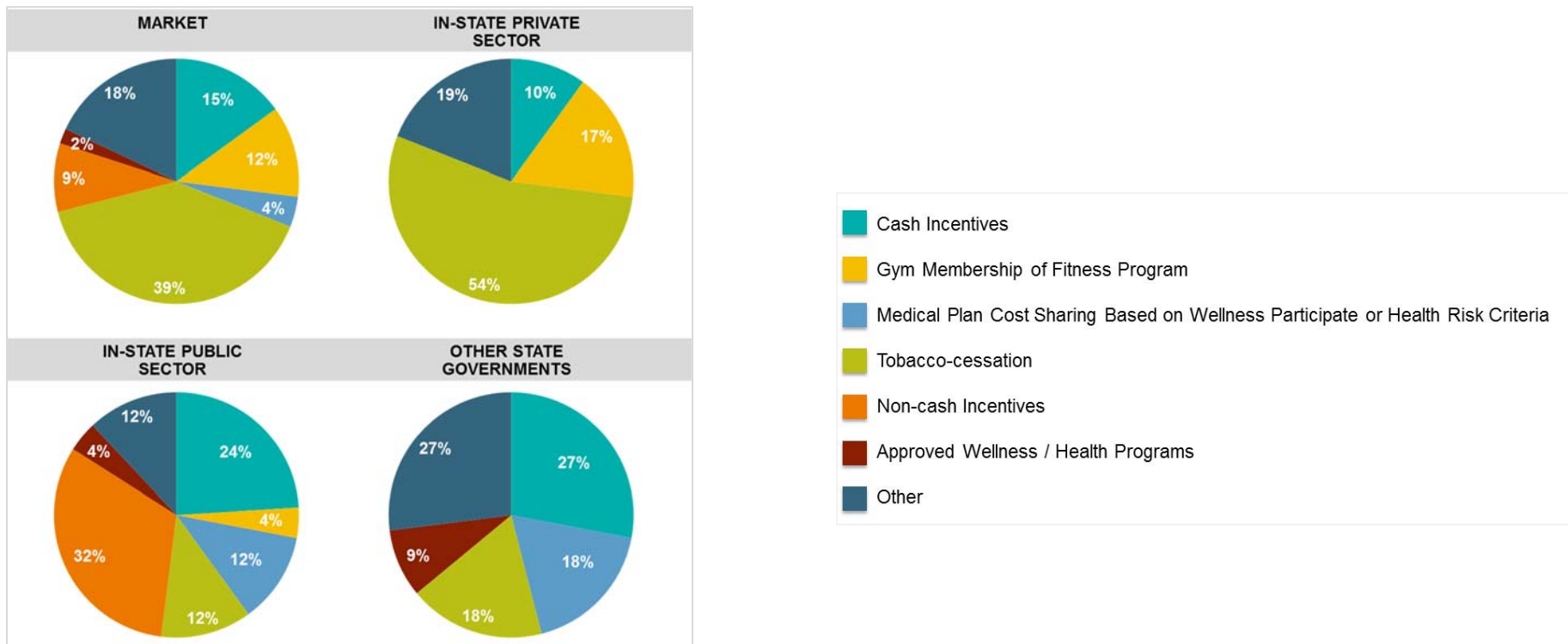
Detailed table included in appendix section 'C' under the same question title.

4.B.6 Types of Reimbursements or incentives programs related to wellness/health offered

Types of Reimbursements or incentives programs related to wellness/health offered by organizations?

Total Number of Participants responded to question = 24 organizations

WA State provides wellness reimbursements which include medical plan cost sharing based wellness participation or health risk criteria, tobacco-cessation, non-cash incentives, and limited approved wellness/health programs. Cash incentive limited to represented employees who are required to have a CDL license for their job.



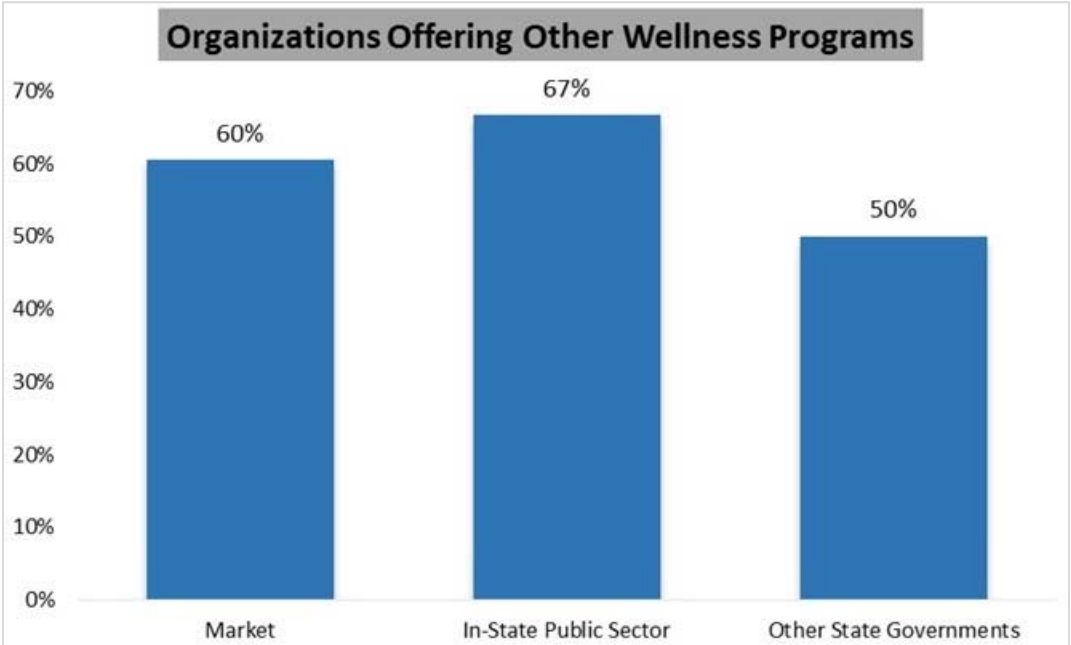
Detailed table included in appendix section 'C' under the same question title.

4.B.7 Other Health or Wellness Program or Activity

Do you offer any other health or wellness programs?

Total Number of Participants responded to question = 36 organizations

WA State offers health and wellness program/activities.

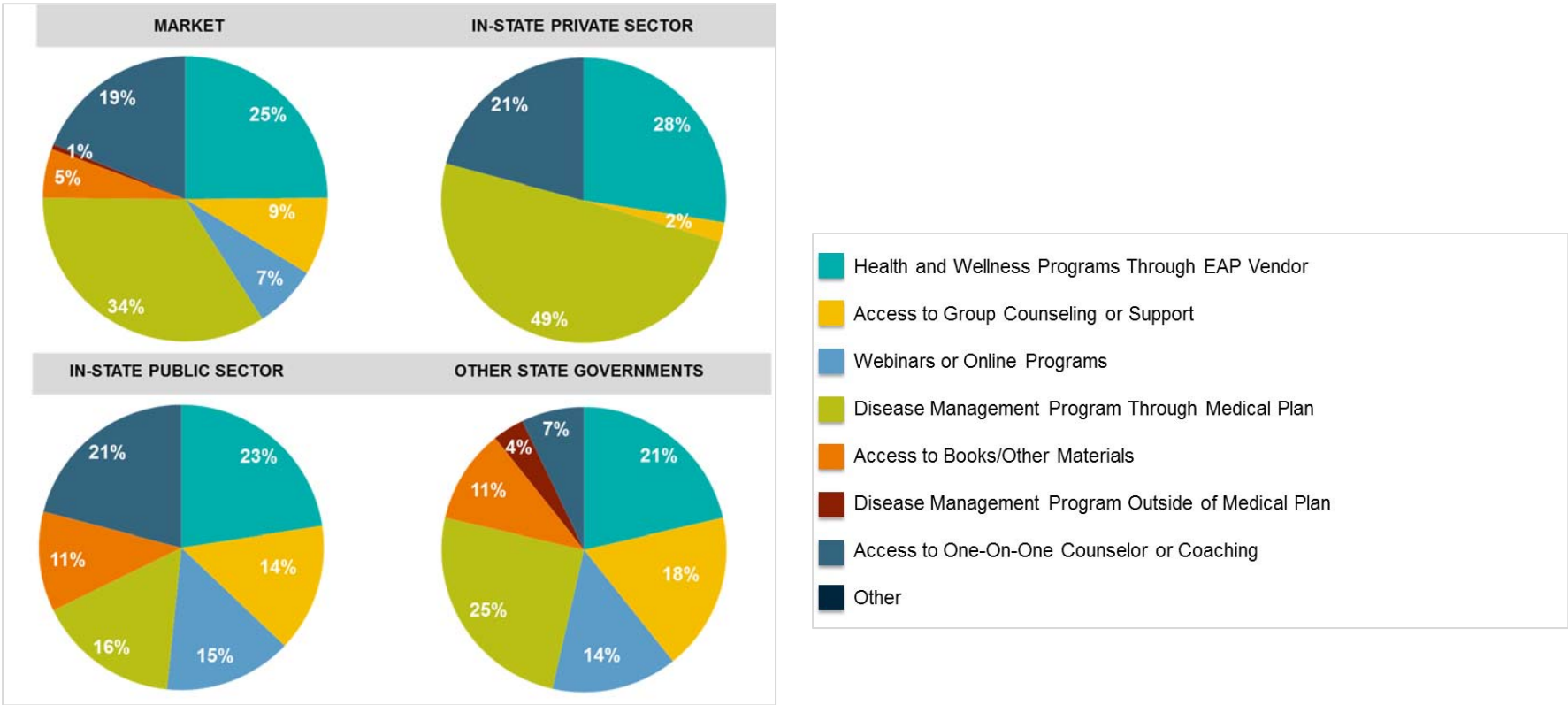


Detailed table included in appendix section 'C' under the same question title.

4.B.7 Type of other health or wellness programs offered

Type of other health or wellness programs offered by organizations to employees?

Total Number of Participants responded to question = 26 organizations



Detailed table included in appendix section ‘C’ under the same question title.

SECTION 4.C - RETIREMENT

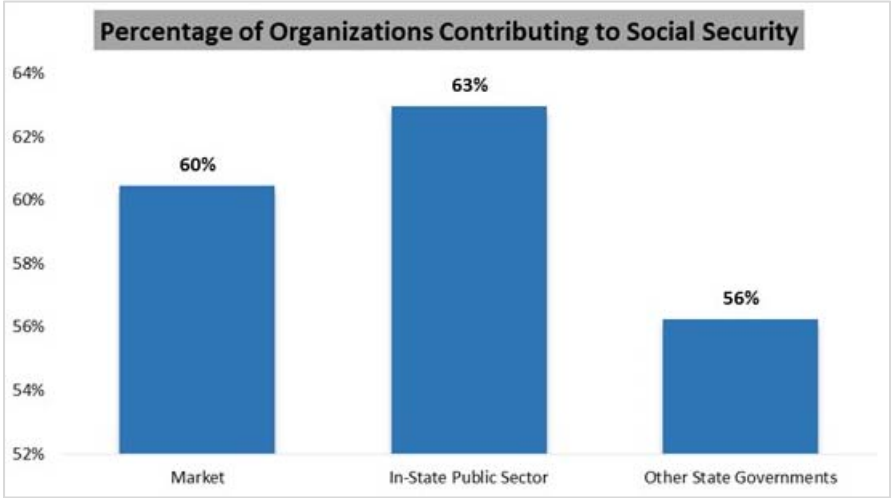
This section includes custom survey responses from in-state public sector, other state government participants, and in-state private sector (published data).

4.C.1 Social Security Contribution

Do your employees contribute to Social Security? Percentage of organizations that contribute.

Total Number of Participants responded to question = 33 organizations

WA State provides social security contributions.



Detailed table included in appendix section 'C' under the same question title.

4.C.2 Defined Benefit Retirement Plan

The following table outlines the most common retirement plan name, vesting schedule, formula, and normal retirement age under defined benefit retirement. We have divided the in-state public sector market into two separate segments: in-state public sector (PERS plan) and other in-state public sector (non-PERS plans) retirement plans.

Total Number of Participants responded to question = 37 organizations

Most Common (Mode) EMPLOYER & EMPLOYEE CONTRIBUTION TO DEFINED BENEFIT (DB) Plan				
Participant type	Plan Name	Years of Vesting	Formula	Normal Retirement Age
In-State Private Sector	n/a	5	No information	65
In-State Public Sector	PERS 2	5	2 x YOS* x Avg of 60 consecutive highest paid service months	65
In-State Public Sector	Non-PERS	***	***	***
Other State Governments	varies by** State	5	varies by State	65
WA State	PERS 2	5	2 x YOS* x Avg of 60 consecutive highest paid service months	65

* *Years of Service.*

** *Detailed participant responses for Other Government organizations is provided in the Appendix Section 'C'.*

4.C.3 Contribution rate for both employer and employee to most populated Defined Benefit retirement plan
 Contribution rate for both employer and employee to most populated Defined Benefit retirement plan.

Total Number of Participants responded to question = 37 organizations

Median EMPLOYER & EMPLOYEE CONTRIBUTION TO DEFINED BENEFIT (DB) Plan				
Participant type	Plan Type	Employer Contribution*	Employee Contribution	Number of No Responses
Market	n/a	12.70%	7.38%	6
In-State Private Sector	n/a	No information	6.10%	n/a
In-State Public Sector	PERS 2 Plan	12.70%	7.38%	5
In-State Public Sector	Non-PERS Plan**	***	***	
Other State Governments	Varies by state	11.11%	6.25%	1
WA State	PERS 2	12.70%	7.38%	n/a

* Employer contribution rates represent the complete contribution as participants were not asked to exclude unfunded actuarial accrued liability amounts when providing employer contribution rates.

** Participants responses are provided in the Appendix Section 'C' under same question title.

4.C.4 Defined Contribution Retirement Plan - Contribution rate for both employer and employee to most populated Defined Contribution retirement plan

Note: Due to the varied nature of responses regarding retirement plan name, vesting, formula, and retirement age under defined contribution retirement, we have provided individual participant response for the Defined Contribution retirement plan. There are less than 5 responses for summarizing contribution rates for employer and employee contribution.

EMPLOYER & EMPLOYEE CONTRIBUTION TO DEFINED CONTRIBUTION (DC) Plan				
Participant type	Plan Name	Years of Vesting	Formula	Normal Retirement Age
In-State Public Sector 1	City of Seattle Voluntary Deferred Compensation Plan	0, Immediate vesting	n/a	For purposes of 3 year catchup, retirement age selected by the participant from the range of ages ending not later than 70.5 and not sooner than when the employee can retire with unreduced retirement benefits under SCERS, LEOFF, or other applicable pension
In-State Public Sector 2	401(k)	0	n/a	65
In-State Public Sector 3	King County Deferred Compensation Plan	n/a	n/a	65
In-State Public Sector 4	ICMA-RC	n/a	n/a	65
In-State Public Sector 5	457/401(a)	n/a	n/a	65
Other State Government 1	PERA	5	n/a	
Other State Government 2	Employee & Teacher Reformed Plan	10	n/a	90 years combined - age + years of service
Other State Government 3	Utah Retirement System	4	n/a	62
Other State Government 4	Savings Plus	n/a	n/a	IRS Rules
Other State Government 5	Choice 401 (k) (Voluntary)	0	n/a	59.5
Other State Government 6	457 Deferred Compensation	n/a	n/a	n/a
In-State Private Sector 1	n/a	5	n/a	No Information

4.C.5 Combined Defined Benefit/Defined Contribution Plan (DB/DC)

The following table outlines the most common combined DB/DC retirement plan name, vesting schedule, formula, and normal retirement age under defined benefit retirement.

Total Number of Participants responded to question = 12 organizations

Most Common (Mode) EMPLOYER & EMPLOYEE CONTRIBUTION TO COMBINED DEFINED BENEFIT / DEFINED CONTRIBUTION PLAN				
Participant type	Plan Name	Years of Vesting	Formula	Normal Retirement Age
In-State Public Sector	PERS 3	10 YRS	1% x Service Credit Years x Average Final Compensation	65
Other State Governments*	***	***	***	***
WA State	PERS 3	10 YRS	1% x Years of Service x Average of 60 Consecutive Highest Paid Service Months	65

* Participants responses are provided in the Appendix Section 'C' under same question title.

4.C.6 Contribution rate for both employer and employee to most populated Combined DB/DC Plan

Contribution rate for both employer and employee to most populated Combined DB/DC retirement plan

Total Number of Participants responded to question = 11 organizations

Median EMPLOYER & EMPLOYEE TO COMBINED DEFINED BENEFIT / DEFINED CONTRIBUTION PLAN			
Participant type	Employer Contribution	Employee Contribution	Number of No Responses
Market	12.70%	Varies 5-15%	32
In-State Public Sector	12.70%	Varies 5-15%	19
Other State Governments*	***	***	13
WA State	12.70%	Varies 5-15%	n/a

* Participants responses are provided in the Appendix Section 'C' under same question title.

SECTION 5 - PAID LEAVE PRACTICES

This section includes custom survey responses from in-state public sector, and other state government participants.

5.1 Type of PTO Program

What type of paid vacation leave do you offer? Paid time off or vacation leave? Paid time off is a combination of vacation and sick leave.

Total Number of Participants responded to question = 40 organizations

Participant Type	Type of Paid Vacation Leave offered?			
	Paid Time Off (combination of vacation & sick leave)		Vacation Leave	
	# Orgs Provide	% of Orgs provide	# Orgs Provide	% of Orgs provide
Market	11	26%	29	67%
In-State Public Sector	8	19%	18	42%
Other State Governments	3	7%	11	26%
WA State	No		Yes	

5.2 Annual number of PTO/Vacation hours accrued

Annual number of PTO/Vacation hours accrued

Total Number of Participants responded to question = 39 organizations

ANNUAL HOURS (Median)

Tenure	Market			In-State Public Sector			Other State Governments			WA State	
	Vacation Leave	Sick Leave	PTO	Vacation Leave	Sick Leave	PTO	Vacation Leave	Sick Leave	PTO	Vacation Leave	Sick Leave
1 Year	96	96	136	96	96	140	96	96	***	112	96
2 Years	96	96	144	96	96	144	96	96	***	112	96
3 Years	100	96	157	105	96	158	96	96	***	120	96
4 Years	107	96	160	112	96	164	96	96	***	128	96
5 Years	120	96	168	120	96	172	120	96	***	136	96
6 Years	128	96	176	132	96	181	120	96	***	136	96
7 Years	130	96	176	135	96	186	120	96	***	144	96
8 Years	134	96	184	144	96	190	120	96	***	144	96
9 Years	144	96	184	144	96	196	120	96	***	144	96
10 Years	144	96	200	144	96	204	144	96	***	160	96
11 Years	158	96	200	160	96	208	144	96	***	160	96
12 Years	158	96	200	160	96	208	144	96	***	160	96
13 Years	160	96	200	160	96	214	144	96	***	160	96
14 Years	160	96	208	160	96	218	150	96	***	160	96
15 Years	168	96	216	168	96	224	160	96	***	176	96
16 Years	168	96	216	176	96	224	168	96	***	176	96
17 Years	169	96	216	176	96	224	168	96	***	176	96
18 Years	176	96	216	180	96	224	168	96	***	176	96
19 Years	182	96	216	184	96	224	168	96	***	176	96
20 Years	192	96	236	192	96	236	192	96	***	192	96
21 Years	192	96	236	198	96	236	192	96	***	192	96
22 Years	192	96	237	198	96	238	192	96	***	192	96
23 Years	192	96	237	200	96	238	192	96	***	192	96
24 Years	192	96	237	200	96	238	192	96	***	192	96
25 Years	195	96	237	200	96	238	192	96	***	200	96
26+Years	200	96	240	203	96	240	192	96	***	200	96

5.3 Sick Leave

How many hours of Sick Leave hours are accrued in a year?

Total Number of Participants responded to question = 36 organizations

Participant Type	How many hours of sick leave accrued annually? (Median Hours)
Market	96
In-State Public Sector	96
Other State Governments	96
WA State	96

5.4 Carry-over Sick Leave

Can employees carry-over unused Vacation, and Sick Leave hours?

Total Number of Participants responded to question = 37 organizations

Participant Type	Carry-over unused hours			
	Vacation Leave		Sick leave	
	# Orgs Allow	% of Orgs Allow	# Orgs Allow	% of Orgs Allow
Market	35	81%	30	70%
In-State Public Sector	23	53%	17	40%
Other State Governments	12	28%	13	30%
WA State	Yes		Yes	

5.5 'Bank' Vacation and Sick Leave

What is the maximum number of Vacation, and Sick Leave hours per year that an employee can "bank"?

Total Number of Participants responded to question = 37 organizations

Participant Type	Maximum Hours banked per year	
	Vacation	Sick leave
	(Median hours)	
Market	360	930
In-State Public Sector	400	960
Other State Governments	328	100
WA State	240	Unlimited

5.6 Cash out Vacation hours

Can employees cash out unused Vacation hours?

Total Number of Participants responded to question = 38 organizations

Participant Type	% Orgs allow Cash out of PTO/vacation hours	Cash out unused PTO/vacation hours?			
		At Year end	At Termination	At Retirement	Rate for Cash out of Vacation hours (Median)
		% of Organizations Provide			
Market	81%	16%	79%	79%	100%
In-State Public Sector	85%	26%	78%	78%	100%
Other State Governments	75%	0%	81%	81%	100%
WA State	Yes		X	X	100%

5.7 Cash out Sick Leave hours

Can employees cash out unused Sick Leave hours?

Total Number of Participants responded to question = 25 organizations

Participant Type	% Orgs allow Cash out of Sick Leave	Cash out Sick leave:			
		At Year end	At Termination	At Retirement	Rate % for Cash out Sick Leave (Median)
Market	58%	7%	40%	53%	25%
In-State Public Sector	59%	19%	44%	52%	25%
Other State Governments	56%	0%	31%	56%	50%
WA State	Yes	X*		X	25%

*Annual buy-out-available for hours in excess of 480. Monetary compensation for converted hours is paid at the rate of twenty-five percent and is based on the employee's current salary according to WAC 357-31-150, <http://apps.leg.wa.gov/WAC/default.aspx?cite>

5.8 Other Type of Leave

How many days of other type of leaves do employees receive each year?

Total Number of Participants responded to question = 42 organizations

Participant Type	Other Types of Annual Leave	
	Holidays	Personal Days
	(# Median Days)	
Market	10	2
In-State Public Sector	10	2
Other State Governments	11	3
WA State	10	2*

* Non-represented employees are provided 1 paid personal day.

5.9 Paid Leave summary

Paid leave summary calculated using the participant reported data.

Market (Median Days)					
Tenure (YEARS)	Vacation Leave	Sick	PTO	Personal Days	Paid Holidays
1 Year	12	12	17	2	10
5 Year	15	12	21	2	10
10 Year	18	12	25	2	10
15 Year	21	12	27	2	10
20 Year	24	12	30	2	10
25 Year	24	12	30	2	10
26+ Year	25	12	30	2	10

WA State (Median Days)					
Tenure (YEARS)	Vacation Leave	Sick	PTO	Personal Days*	Paid Holidays
1 Year	14	12	n/a	2	10
5 Year	17	12	n/a	2	10
10 Year	20	12	n/a	2	10
15 Year	22	12	n/a	2	10
20 Year	24	12	n/a	2	10
25 Year	25	12	n/a	2	10
26+ Year	25	12	n/a	2	10

**Non-represented employees are provided 1 paid personal day.*

SECTION 6 - BENCHMARK RESULTS

Separate benchmark pay ranges have been provided for – Market, In-State Public Sector, and Other State Governments:

Refer to appendix section ‘D’ for benchmark job descriptions.

Table 6. 1 provides the Estimated Market Value (EMV) for Benchmark Positions

Estimated Market Value (EMV) Methodology as defined in the Background Section of the report:

An overall estimated market value (EMV) was calculated using the aggregated data from each survey type. This was calculated using the following approach:

- (1) In-State Public Sector: Calculated average range midpoint values for all benchmark jobs.
- (2) Other State Governments: Calculated average range midpoint values for all benchmark jobs.
- (3) In-State Private Sector: Calculated the average of median actual salary values for all benchmark jobs.

The in-state public sector, other state government, and in-state private aggregates were combined to calculate the overall market information. This value is referenced as the EMV.

The following table is a visual sample of the method of compiling survey data:

One line of in-state public sector data, one line of other state government data, one line of in-state private data	
Estimated Market Value (EMV)	\$67,546
In-State Private Sector	\$65,425
In-State Public Sector	\$77,325
Other State Governments	\$59,888

We have shown separate salary range summary tables in appendix section D for in-state public sector, and other state governments. This is because the list of benchmark (BMK) jobs included in the benchmark summary table for other state governments is a subset of the in-state public sector list of benchmark jobs.

BMK #	Position	# Participant Orgs	# In-State Private Sector (published) Sources	WA State Range MID	EMV (Estimated Market Value)
100	Secretary Senior	21	4	\$33,768	\$48,574
101	Pbx & Telephone Operator	n/a	1	\$32,202	\$28,300
102	Customer Services Specialist 2	9	3	\$35,328	\$43,286
103	Administrative Assistant 3	19	2	\$38,868	\$55,913
104	Program Specialist 2	11	n/a	\$41,814	\$60,887
105	Management Analyst 3	7	1	\$53,376	\$83,673
106	Events Coordinator 3	n/a	3	\$38,868	\$63,911
107	Forms & Records Analyst 2	12	n/a	\$41,814	\$56,877
108	Mail Carrier - Driver	11	2	\$30,042	\$36,668
109	Procurement & Supply Specialist 3	16	3	\$52,062	\$64,273
110	Human Resource Consultant 2	19	5	\$50,814	\$67,273
111	Industrial Relations Agent 2	9	n/a	\$52,062	\$55,290
112	Custodian 2	16	3	\$30,768	\$36,540
113	Grant & Contract Coordinator	12	1	\$47,154	\$61,500
200	Forest Cruiser & Crafts Technician	6	1	\$43,566	\$49,540
201	Forest Crew Supervisor 1	8	n/a	\$34,536	\$53,802
202	Forest Nursery Laborer	5	1	\$29,448	\$37,316
203	Horticulturist	8	1	\$70,014	\$57,650
204	Agricultural Inspector 2	13	n/a	\$34,536	\$41,127
205	Grounds & Nursery Services Specialist 2	11	1	\$31,476	\$38,707
300	Graphic Designer	13	5	\$41,814	\$61,359
301	Recreation & Athletics Specialist 2	10	1	\$41,814	\$50,862
302	Sports Equipment Technician	n/a	1	\$29,448	\$50,539
303	Preservation & Museum Specialist 3	10	1	\$41,814	\$69,407
400	Maintenance Technician 2	10	2	\$43,566	\$50,848
401	Construction Project Coordinator 2	8	2	\$63,408	\$87,129
402	Construction And Maintenance Superintendent 2	9	1	\$53,376	\$77,242
403	Carpenter	9	1	\$44,526	\$57,513

BMK #	Position	# Participant Orgs	# In-State Private Sector (published) Sources	WA State Range MID	EMV (Estimated Market Value)
404	Painter	8	2	\$44,526	\$56,974
406	Electrician	13	2	\$49,164	\$65,369
407	Plumber/Pipefitter/Steamfitter	8	1	\$49,164	\$61,060
408	Refrigeration Mechanic	8	1	\$49,164	\$63,159
409	Maintenance Mechanic 2	13	4	\$49,164	\$57,874
410	Welder - Fabricator	7	2	\$49,164	\$58,116
411	Equipment Operator 2	8	1	\$47,952	\$58,277
500	Vocational Education Program Specialist	n/a	n/a	\$65,040	n/a
501	Instruction & Classroom Support Technician 1	6	n/a	\$38,868	\$36,448
502	Early Childhood Program Specialist 2	n/a	n/a	\$36,186	n/a
503	Deaf Interpreter 3	5	1	\$44,970	\$52,040
505	Library & Archival Professional 2	6	1	\$48,354	\$65,061
600	Actuary 2	12	1	\$103,938	\$101,098
601	Financial Legal Examiner 2	n/a	n/a	\$66,654	n/a
602	Industrial Insurance Appeals Judge 3	n/a	n/a	\$83,262	n/a
603	Contracts Specialist 2	8	1	\$54,672	\$72,394
604	Budget Analyst 2	15	2	\$50,814	\$76,235
605	Fiscal Technician 2	19	3	\$32,940	\$50,114
606	Cashier 2	n/a	1	\$32,940	\$28,220
607	Auditor 2	21	2	\$41,814	\$71,875
608	Audit Specialist - Dot 2	8	1	\$46,050	\$69,240
609	Financial Examiner 3	14	n/a	\$75,402	\$70,958
610	Financial Services Specialist 3	8	n/a	\$44,970	\$51,891
611	Tax Information Specialist 1	11	1	\$39,858	\$49,074
612	Revenue Agent 2	13	1	\$50,814	\$51,705
700	Clinical/Medical Technologist 2	15	1	\$53,376	\$62,750
701	Laboratory Technician 3	8	1	\$48,354	\$51,195
703	Mental Health Practitioner	11	1	\$58,938	\$78,272
704	Psychiatric Child Care Counselor 1	n/a	1	\$39,858	\$49,537
705	Social Worker 2 - Academic Medical Centers	9	1	\$57,468	\$52,688
706	Residential Rehabilitation Counselor 2	n/a	1	\$43,884	\$40,803
707	Psychology Associate	8	1	\$65,040	\$79,690

BMK #	Position	# Participant Orgs	# In-State Private Sector (published) Sources	WA State Range MID	EMV (Estimated Market Value)
708	Social Service Specialist 3	10	1	\$54,672	\$58,521
709	Vocational Rehabilitation Counselor 3	15	n/a	\$54,672	\$59,688
710	Attendant Counselor 2	12	n/a	\$36,186	\$44,573
711	Adult Training Specialist 3	n/a	n/a	\$41,814	n/a
712	Medical Transcriptionist 2	n/a	1	\$36,186	\$40,456
713	Health Services Consultant 2	12	1	\$52,062	\$67,434
714	Public Health Advisor 2	5	n/a	\$54,672	\$59,453
715	Patient Services Coordinator	n/a	1	\$37,056	\$48,445
716	Registered Nurse 2	5	1	\$84,606	\$77,161
717	Licensed Practical Nurse 2	n/a	1	\$49,554	\$52,265
718	Nursing Assistant	n/a	1	\$32,940	\$31,707
719	Dentist	16	1	\$126,672	\$152,461
720	Physician 2	13	1	\$151,290	\$193,747
721	Psychiatrist 4	8	1	\$198,528	\$207,499
722	Physician Assistant Certified/Advanced Registered Nurse Practitioner Lead	n/a	1	\$108,294	\$126,560
723	Dental Hygienist 2	14	1	\$63,408	\$65,039
724	Pharmacist 3	n/a	1	\$95,742	\$154,497
725	Pharmacy Technician 2	n/a	1	\$54,672	\$38,950
728	Imaging Technologist 2	n/a	2	\$48,354	\$63,266
729	Diagnostic Medical Sonographer	n/a	2	\$52,062	\$80,644
730	Radiation Therapy Dosimetrist	n/a	1	\$56,058	\$100,403
731	Toxicologist 2	n/a	1	\$73,566	\$74,923
732	Epidemiologist 1	14	1	\$66,654	\$71,147
734	Occupational Therapist 3	12	1	\$56,058	\$73,701
735	Physical Therapist 2	13	1	\$58,938	\$77,418
736	Physical Therapy Assistant 2	n/a	1	\$49,554	\$54,618
737	Speech Pathologist/Audiologist Specialist 1	10	1	\$68,316	\$64,981
738	Respiratory Care Specialist	n/a	1	\$66,654	\$60,417
739	Orthopaedic Technician 1	n/a	1	\$37,056	\$38,334
740	Dietitian 1	n/a	1	\$46,050	\$54,333
741	Hospital Central Services Technician 1	n/a	1	\$37,980	\$42,953
742	Histotechnologist	n/a	1	\$52,062	\$59,887

BMK #	Position	# Participant Orgs	# In-State Private Sector (published) Sources	WA State Range MID	EMV (Estimated Market Value)
743	Clinical Cytogenetic Technologist	n/a	1	\$52,062	\$59,032
745	Optician, Licensed - Dispensing	n/a	1	\$46,050	\$45,483
746	Anesthesiology Technician 2	n/a	1	\$50,814	\$42,293
748	Electrocardiograph Technician 2	n/a	1	\$31,476	\$40,488
749	Research Technologist 2	n/a	1	\$39,858	\$52,103
750	Psychometrist 2	n/a	n/a	\$47,154	n/a
751	Safety & Health Specialist 2	17	1	\$57,468	\$70,824
752	Support Enforcement Officer 2	8	n/a	\$47,154	\$50,818
800	Cook 2	5	2	\$34,536	\$42,399
801	Food Service Manager 2	16	1	\$43,884	\$60,446
802	Laundry Worker 1	n/a	1	\$29,448	\$26,739
900	Communications Consultant 3	10	3	\$52,062	\$75,258
901	Electronic Media Producer	n/a	n/a	\$40,782	n/a
903	Photographer 2	12	1	\$48,354	\$45,678
904	Offset Printer Operator	7	1	\$29,448	\$47,927
906	Community Outreach & Environmental Education Specialist 2	8	n/a	\$46,050	\$72,202
910	Law Enforcement Equipment Technician 2	10	1	\$45,762	\$55,522
911	Communications Officer 1	5	n/a	\$47,886	\$59,571
912	Communications Systems Designer	n/a	1	\$70,014	\$81,169
1100	Natural Resource Scientist 2	16	1	\$53,376	\$74,500
1101	Research Analyst 2	12	1	\$42,834	\$74,853
1102	Forensic Scientist 3	16	1	\$75,402	\$74,559
1103	Property And Evidence Custodian	7	n/a	\$39,858	\$56,564
1104	Hydrogeologist 3	14	1	\$68,316	\$77,456
1105	Microbiologist 2	14	1	\$56,058	\$69,382
1106	Chemist 2	19	1	\$56,058	\$67,234
1107	Natural Resource Technician 2	8	1	\$34,536	\$49,095
1108	Scientific Technician 2	8	2	\$36,186	\$48,974
1109	Natural Resource Specialist 2	9	1	\$49,554	\$65,287
1110	Fish And Wildlife Biologist 2	13	1	\$50,814	\$63,284
1111	Veterinary Specialist 2	9	1	\$37,056	\$45,999
1112	Land Surveyor 3	6	1	\$66,654	\$74,872

BMK #	Position	# Participant Orgs	# In-State Private Sector (published) Sources	WA State Range MID	EMV (Estimated Market Value)
1113	Facilities Engineer 2	n/a	1	\$58,938	\$90,953
1114	Civil Engineer 3	13	1	\$70,014	\$101,637
1115	Electrical Engineer 3	n/a	5	\$73,566	\$108,402
1116	Engineering Technician 2	8	2	\$49,554	\$61,231
1117	Architect 1	14	1	\$70,014	\$70,405
1118	Drafting Technician 2	5	3	\$40,782	\$63,925
1119	Cartographer 3	8	1	\$56,058	\$74,952
1120	Labor Relations Adjudicator/Mediator 2	9	1	\$89,646	\$83,040
1121	Hearings Examiner 2	11	n/a	\$68,316	\$74,145
1123	Legal Assistant 2	10	n/a	\$39,858	\$52,519
1124	Paralegal 2	11	2	\$56,058	\$66,937
1125	Electronics Technician 2	8	2	\$47,952	\$64,583
1126	Locksmith	12	1	\$44,526	\$49,689
1127	Instrument Maker 2	8	1	\$54,288	\$53,458
1128	Automotive Mechanic	16	1	\$44,526	\$56,825
1129	Equipment Technician 3	10	2	\$51,648	\$66,556
1130	Transportation Specialist 2	6	n/a	\$41,814	\$70,294
1131	Industrial Hygienist 2	16	1	\$58,938	\$76,005
1132	Environmental Control Technician 2	n/a	1	\$36,186	\$47,013
1133	Radiation Health Physicist 3	n/a	1	\$73,566	\$186,883
1135	Fish Hatchery Specialist 2	n/a	n/a	\$36,186	n/a
1200	Investigator 2	9	2	\$49,554	\$58,006
1201	Weights & Measures Compliance Specialist 2	5	n/a	\$42,834	\$50,577
1202	Consumer Program Specialist 2 - UTC	n/a	1	\$48,354	\$83,926
1203	Regulatory Analyst 2	8	1	\$65,040	\$70,921
1204	Licensing Services Representative 2	14	n/a	\$40,782	\$41,288
1206	Worksource Specialist 2	12	n/a	\$40,782	\$51,405
1207	Commerce Specialist 2	8	1	\$53,376	\$72,322
1208	Security Guard 2	6	3	\$40,782	\$40,362
1209	Campus Police Officer	8	n/a	\$52,062	\$74,934
1210	Elevator Inspector 1	9	1	\$63,408	\$77,318
1211	Assistant Fire Chief	n/a	n/a	\$54,672	n/a

BMK #	Position	# Participant Orgs	# In-State Private Sector (published) Sources	WA State Range MID	EMV (Estimated Market Value)
1212	Emergency Management Program Specialist 2	16	n/a	\$53,376	\$65,614
1213	Retirement Specialist 2	11	n/a	\$47,154	\$54,378
1214	Employment Security Program Coordinator 2	8	n/a	\$50,814	\$48,136
1215	Workers' Compensation Adjudicator 2	10	n/a	\$48,354	\$52,981
1300	Property & Acquisition Specialist 3	6	1	\$56,058	\$80,801
1400	Retail Clerk 2	n/a	2	\$32,202	\$30,488
1401	Lottery District Sales Representative	6	1	\$48,354	\$53,075
1500	Warehouse Operator 2	10	3	\$35,046	\$50,646
1501	Marine Engineer	n/a	n/a	\$70,014	n/a
1502	Mechanical Engineer Senior	6	3	\$70,014	\$102,167
1504	Transportation Planning Specialist 3	9	n/a	\$66,654	\$79,670
1505	Truck Driver 2	6	2	\$40,410	\$53,048
1506	Aircraft Mechanic	10	1	\$54,288	\$63,924
1507	Commercial Vehicle Enforcement Officer 1	11	n/a	\$52,740	\$44,459
1508	Traffic Safety Systems Operator 3	6	n/a	\$42,834	\$50,580
1509	Ferry Operator	5	1	\$46,884	\$76,594
1510	Aircraft Pilot 2	16	1	\$63,408	\$80,540
1600	Energy/Utilities Engineer 2	8	1	\$66,654	\$85,446
1601	Nuclear Engineer	n/a	1	\$81,198	\$93,253
1602	Utility Worker 2	7	1	\$35,886	\$53,345
1603	Plant Manager 2	7	1	\$50,814	\$96,013
1604	Stationary Engineer 2	15	1	\$52,932	\$55,840
1605	Wastewater Treatment Plant Operator 2	8	n/a	\$57,126	\$66,151

APPENDIX - SECTION A

Table 1. List of Washington In-State public sector organizations that participated in the survey

Org. No	List of In-State Washington Participant Organizations
1.	Ben Franklin Transit
2.	City of Everett
3.	City of Olympia
4.	City of Seattle
5.	City of Tacoma
6.	City of Yakima
7.	Energy Northwest
8.	Intercity Transit
9.	King County, WA
10.	Kitsap Regional Library
11.	Metro Parks Tacoma
12.	Pierce County
13.	Pierce Transit
14.	Port of Everett
15.	Sno-Isle Libraries
16.	Spokane County
17.	Spokane Transit
18.	Thurston County
19.	Evergreen Health
20.	Port of Seattle
21.	Sound Transit
Org. No	In-State Washington Organizations Data-Mined
23.	City of Spokane
24.	Tacoma Public Library
25.	City of Redmond
26.	City of Renton
27.	Federal Government*
28.	Yakima County

**Collected data using federal wage table effective for the Seattle-Tacoma, WA area.*

Table 2. List of state government organizations that participated in the survey

Org. No	List of State Government Participant Organizations
1.	Colorado
2.	Maryland
3.	Oregon
4.	Pennsylvania
5.	Utah
6.	Illinois
7.	California
8.	Idaho
9.	Massachusetts
10.	Montana
11.	Nevada
12.	New Mexico
13.	Wyoming
Org. No	State Government Organizations Data-Mined
14.	Minnesota
15.	Arizona
16.	Virginia

APPENDIX - SECTION B

Table 1. List of Benchmark (BMK) jobs grouped by Market Segment (Occupational Families)

MARKET SEGMENT: ADMINISTRATIVE AND OTHER SUPPORT SERVICES		
BMK #	Benchmark Title	Included in Other State Government Survey
100	Secretary Senior	
101	Pbx & Telephone Operator	
102	Customer Services Specialist 2	
103	Administrative Assistant 3	
104	Program Specialist 2	
105	Management Analyst 3	
106	Events Coordinator 3	
107	Forms & Records Analyst 2	
108	Mail Carrier - Driver	
109	Procurement & Supply Specialist 3	
110	Human Resource Consultant 2	
111	Industrial Relations Agent 2	X
112	Custodian 2	
113	Grant & Contract Coordinator	

**MARKET SEGMENT:
AGRICULTURE OR FOREST SERVICES/PRODUCTS**

BMK #	Benchmark Title	Included in Other State Government Survey
200	Forest Cruiser & Crafts Technician	X
201	Forest Crew Supervisor 1	X
202	Forest Nursery Laborer	X
203	Horticulturist	X
204	Agricultural Inspector 2	X
205	Grounds & Nursery Services Specialist 2	

**MARKET SEGMENT:
ARTS, ENTERTAINMENT, OR RECREATION**

BMK #	Benchmark Title	Included in Other State Government Survey
300	Graphic Designer	
301	Recreation & Athletics Specialist 2	
302	Sports Equipment Technician	X
303	Preservation & Museum Specialist 3	X

**MARKET SEGMENT:
CONSTRUCTION**

BMK #	Benchmark Title	Included in Other State Government Survey
400	Maintenance Technician 2	
401	Construction Project Coordinator 2	
402	Construction And Maintenance Superintendent 2	
403	Carpenter	
404	Painter	
406	Electrician	
407	Plumber/Pipefitter/Steamfitter	
408	Refrigeration Mechanic	
409	Maintenance Mechanic 2	
410	Welder - Fabricator	
411	Equipment Operator 2	

**MARKET SEGMENT:
EDUCATIONAL OR LIBRARY SERVICES
(INCLUDING PUBLIC SCHOOLS, PUBLIC LIBRARIES, HIGHER EDUCATION, ETC.)**

BMK #	Benchmark Title	Included in Other State Government Survey
500	Vocational Education Program Specialist	
501	Instruction & Classroom Support Technician 1	X
502	Early Childhood Program Specialist 2	
503	Deaf Interpreter 3	X
505	Library & Archival Professional 2	

**MARKET SEGMENT:
FINANCE OR INSURANCE (INCLUDING BANKING AND INVESTMENT SERVICES)**

BMK #	Benchmark Title	Included in Other State Government Survey
600	Actuary 2	X
601	Financial Legal Examiner 2	X
602	Industrial Insurance Appeals Judge 3	X
603	Contracts Specialist 2	
604	Budget Analyst 2	
605	Fiscal Technician 2	
606	Cashier 2	
607	Auditor 2	X
608	Audit Specialist - Dot 2	X
609	Financial Examiner 3	X
610	Financial Services Specialist 3	X
611	Tax Information Specialist 1	X
612	Revenue Agent 2	X

MARKET SEGMENT:**HEALTH CARE OR SOCIAL SERVICES/ASSISTANCE (INCLUDING HOSPITALS, MEDICAL LABORATORIES, PUBLIC HEALTH ENTITIES, THERAPEUTIC SERVICES, ETC.)**

BMK #	Benchmark Title	Included in Other State Government Survey
700	Clinical/Medical Technologist 2	X
701	Laboratory Technician 3	X
703	Mental Health Practitioner	X
704	Psychiatric Child Care Counselor 1	X
705	Social Worker 2 - Academic Medical Centers	X
706	Residential Rehabilitation Counselor 2	X
707	Psychology Associate	X
708	Social Service Specialist 3	X
709	Vocational Rehabilitation Counselor 3	X
710	Attendant Counselor 2	X
711	Adult Training Specialist 3	X
712	Medical Transcriptionist 2	
713	Health Services Consultant 2	X
714	Public Health Advisor 2	X
715	Patient Services Coordinator	
716	Registered Nurse 2	
717	Licensed Practical Nurse 2	
718	Nursing Assistant	
719	Dentist	X
720	Physician 2	X
721	Psychiatrist 4	X
722	Physician Assistant Certified/Advanced Registered Nurse Practitioner Lead	
723	Dental Hygienist 2	X
724	Pharmacist 3	
725	Pharmacy Technician 2	
728	Imaging Technologist 2	
729	Diagnostic Medical Sonographer	
730	Radiation Therapy Dosimetrist	
731	Toxicologist 2	X
732	Epidemiologist 1	X

MARKET SEGMENT:**HEALTH CARE OR SOCIAL SERVICES/ASSISTANCE (INCLUDING HOSPITALS, MEDICAL LABORATORIES, PUBLIC HEALTH ENTITIES, THERAPEUTIC SERVICES, ETC.)**

BMK #	Benchmark Title	Included in Other State Government Survey
734	Occupational Therapist 3	X
735	Physical Therapist 2	X
736	Physical Therapy Assistant 2	
737	Speech Pathologist/Audiologist Specialist 1	X
738	Respiratory Care Specialist	
739	Orthopaedic Technician 1	
740	Dietitian 1	
741	Hospital Central Services Technician 1	
742	Histotechnologist	X
743	Clinical Cytogenetic Technologist	X
745	Optician, Licensed - Dispensing	X
746	Anesthesiology Technician 2	
748	Electrocardiograph Technician 2	
749	Research Technologist 2	
750	Psychometrist 2	X
751	Safety & Health Specialist 2	X
752	Support Enforcement Officer 2	X

**MARKET SEGMENT:
HOSPITALITY, ACCOMMODATION, FOOD SERVICES, OR PERSONAL SERVICES**

BMK #	Benchmark Title	Included in Other State Government Survey
800	Cook 2	
801	Food Service Manager 2	X
802	Laundry Worker 1	

**MARKET SEGMENT:
MEDIA OR COMMUNICATIONS**

BMK #	Benchmark Title	Included in Other State Government Survey
900	Communications Consultant 3	
901	Electronic Media Producer	
903	Photographer 2	X
904	Digital Printing Operator	X
906	Community Outreach & Environmental Education Specialist 2	
910	Law Enforcement Equipment Technician 2	X
911	Communications Officer 1	
912	Communications Systems Designer	

**MARKET SEGMENT:
PROFESSIONAL, SCIENTIFIC OR TECHNICAL SERVICES
(INCLUDING LEGAL SERVICES, CONSULTING SERVICES, ETC.)**

BMK #	Benchmark Title	Included in Other State Government Survey
1100	Natural Resource Scientist 2 (Alternate Title Scientist Environmental)	X
1101	Research Analyst 2	X
1102	Forensic Scientist 3	X
1103	Property And Evidence Custodian	
1104	Hydrogeologist 3	X
1105	Microbiologist 2	X
1106	Chemist 2	X
1107	Natural Resource Technician 2	X
1108	Scientific Technician 2	X
1109	Natural Resource Specialist 2	X
1110	Fish And Wildlife Biologist 2	X
1111	Veterinary Specialist 2	X
1112	Land Surveyor 3	
1113	Facilities Engineer 2	
1114	Civil Engineer 3	
1115	Electrical Engineer 3	
1116	Engineering Technician 2	
1117	Architect 1	X
1118	Drafting Technician 2	
1119	Cartographer 3	
1120	Labor Relations Adjudicator/Mediator 2	X
1121	Hearings Examiner 2	X
1123	Legal Assistant 2	
1124	Paralegal 2	
1125	Electronics Technician 2	
1126	Locksmith	X
1127	Instrument Maker 2	X
1128	Automotive Mechanic	
1129	Equipment Technician 3	

MARKET SEGMENT:
PROFESSIONAL, SCIENTIFIC OR TECHNICAL SERVICES
(INCLUDING LEGAL SERVICES, CONSULTING SERVICES, ETC.)

BMK #	Benchmark Title	Included in Other State Government Survey
1130	Transportation Specialist 2	X
1131	Industrial Hygienist 2	X
1132	Environmental Control Technician 2	X
1133	Radiation Health Physicist 3	
1135	Fish Hatchery Specialist 2	

MARKET SEGMENT:**PUBLIC ADMINISTRATION (LOCAL OR STATE GOVERNMENT, PUBLIC RETIREMENT SYSTEM, ETC.)**

BMK #	Benchmark Title	Included in Other State Government Survey
1200	Investigator 2	X
1201	Weights & Measures Compliance Specialist 2	X
1202	Consumer Program Specialist 2 - UTC	X
1203	Regulatory Analyst 2	X
1204	Licensing Services Representative 2	X
1206	Worksource Specialist 2	X
1207	Commerce Specialist 2	X
1208	Security Guard 2	
1209	Campus Police Officer	
1210	Elevator Inspector 1	X
1211	Assistant Fire Chief (Alternate Title: Campus Assistant Fire Chief)	
1212	Emergency Management Program Specialist 2	X
1213	Retirement Specialist 2	X
1214	Employment Security Program Coordinator 2	X
1215	Workers' Compensation Adjudicator 2	X

**MARKET SEGMENT:
REAL ESTATE (INCLUDING RENTAL OR LEASING)**

BMK #	Benchmark Title	Included in Other State Government Survey
1300	Property & Acquisition Specialist 3	

**MARKET SEGMENT:
RETAIL TRADE**

BMK #	Benchmark Title	Included in Other State Government Survey
1400	Retail Clerk 2	
1401	Lottery District Sales Representative	X

**MARKET SEGMENT:
TRANSPORTATION OR WAREHOUSING (INCLUDING AIRLINES, PORTS, PUBLIC TRANSIT, ETC.)**

BMK #	Benchmark Title	Included in Other State Government Survey
1500	Warehouse Operator 2	
1501	Marine Engineer	X
1502	Mechanical Engineer Senior	
1504	Transportation Planning Specialist 3	
1505	Truck Driver 2	
1506	Aircraft Mechanic	X
1507	Commercial Vehicle Enforcement Officer 1	X
1508	Traffic Safety Systems Operator 3	X
1509	Ferry Operator	X
1510	Aircraft Pilot 2	X

MARKET SEGMENT:
UTILITIES (INCLUDING ELECTRICITY, NATURAL GAS, WATER/SEWER, ETC.)

BMK #	Benchmark Title	Included in Other State Government Survey
1600	Energy/Utilities Engineer 2	X
1601	Nuclear Engineer	X
1602	Utility Worker 2	
1603	Plant Manager 2 (Alternate Titles:Physical Plant Manager, Plant Engineer)	
1604	Stationary Engineer 2	X
1605	Wastewater Treatment Plant Operator 2	

APPENDIX - SECTION C

Includes detailed tables for the corresponding charts included in the report.

2.1 Participant industry profile

Which category most closely reflects your organization's primary industry?

Participant Industry Profile	# Participant Responses	% Responses	WA State
Public Administration	33	77%	X
Utilities	1	2%	
Transportation or Warehousing	5	12%	
Educational or Library	3	7%	
Health Care or Social Services/Assistance	1	2%	
TOTAL	43	100%	

3.A.1 July 1, 2017 Pay Increases

Percent of total salary structure increase/adjustment since July 1, 2017. If answers vary, respond for the largest civilian employee group (excluding uniformed public safety personnel and executives).

Total Number of Participants responded to question = 31 organizations

WA State provides 2% for all position types

Salary Structure Increase by Position Type	Market		In-State Public Sector		Other State Governments	
	# Responses	% Responses	# Responses	% Responses	# Responses	% Responses
None (0%)						
OT Eligible Union	11	26%	8	30%	3	19%
OT Eligible Non- Rep	10	23%	7	26%	3	19%
OT Exempt Union	8	19%	5	19%	3	19%
OT Exempt Non-Rep	9	21%	6	22%	3	19%
< 1% structure increase						
OT Eligible Union	0	0%	0	0%	0	0%
OT Eligible Non- Rep	0	0%	0	0%	0	0%
OT Exempt Union	0	0%	0	0%	0	0%
OT Exempt Non-Rep	0	0%	0	0%	0	0%
1% < 2% structure increase						
OT Eligible Union	2	5%	1	4%	1	6%
OT Eligible Non- Rep	2	5%	1	4%	1	6%
OT Exempt Union	1	2%	0	0%	1	6%
OT Exempt Non-Rep	2	5%	1	4%	1	6%
2% < 3% structure increase						
OT Eligible Union	8	19%	6	22%	2	13%
OT Eligible Non- Rep	7	16%	4	15%	3	19%
OT Exempt Union	3	7%	2	7%	1	6%
OT Exempt Non-Rep	8	19%	5	19%	3	19%
3% < 4% structure increase						
OT Eligible Union	1	2%	1	4%	0	0%
OT Eligible Non- Rep	3	7%	1	4%	2	13%

Salary Structure Increase by Position Type	Market		In-State Public Sector		Other State Governments	
	# Responses	% Responses	# Responses	% Responses	# Responses	% Responses
OT Exempt Union	0	0%	0	0%	0	0%
OT Exempt Non-Rep	4	9%	2	7%	2	13%
4% < 5% structure increase						
OT Eligible Union	2	5%	1	4%	1	6%
OT Eligible Non- Rep	3	7%	2	7%	1	6%
OT Exempt Union	1	2%	1	4%	0	0%
OT Exempt Non-Rep	2	5%	2	7%	0	0%
5% or more structure increase						
OT Eligible Union	1	2%	1	4%	0	0%
OT Eligible Non- Rep	0	0%	0	0%	0	0%
OT Exempt Union	1	2%	1	4%	0	0%
OT Exempt Non-Rep	0	0%	0	0%	0	0%
Number of No Responses						
OT Eligible Union	18	42%	9	33%	9	56%
OT Eligible Non- Rep	17	40%	11	41%	6	38%
OT Exempt Union	29	67%	18	67%	11	69%
OT Exempt Non-Rep	17	40%	10	37%	7	44%

3.A.1 Factors Influencing Base Pay Increase

Which factors influenced the base pay increase? Check all that apply. Respondents could select more than one answer.

Total Number of Participants responded to question = 31 organizations

WA State Response (for all position type) = Collective Bargaining Agreement, Budget/ Financial Feasibility, Cost of Labor (Market), and Other.

Position Type	Market		In-State Public Sector		Other State Governments	
	# Responses	% Responses	# Responses	% Responses	# Responses	% Responses
Collective Bargaining Agreement						
OT Eligible Union	19	44%	13	48%	6	38%
OT Eligible Non- Rep	2	5%	0	0%	2	13%
OT Exempt Union	8	19%	4	15%	4	25%
OT Exempt Non-Rep	3	7%	1	4%	2	13%
Interest arbitration outcome						
OT Eligible Union	1	2%	1	4%	0	0%
OT Eligible Non- Rep	0	0%	0	0%	0	0%
OT Exempt Union	0	0%	0	0%	0	0%
OT Exempt Non-Rep	0	0%	0	0%	0	0%
Budget/financial feasibility						
OT Eligible Union	6	14%	4	15%	2	13%
OT Eligible Non- Rep	11	26%	7	26%	4	25%
OT Exempt Union	3	7%	1	4%	2	13%
OT Exempt Non-Rep	11	26%	7	26%	4	25%
Cost of living						
OT Eligible Union	7	16%	6	22%	1	6%
OT Eligible Non- Rep	8	19%	6	22%	2	13%
OT Exempt Union	4	9%	3	11%	1	6%
OT Exempt Non-Rep	9	21%	7	26%	2	13%

Position Type	Market		In-State Public Sector		Other State Governments	
	# Responses	% Responses	# Responses	% Responses	# Responses	% Responses
Cost of labor						
OT Eligible Union	3	7%	2	7%	1	6%
OT Eligible Non- Rep	11	26%	9	33%	2	13%
OT Exempt Union	2	5%	1	4%	1	6%
OT Exempt Non-Rep	11	26%	9	33%	2	13%
Other						
OT Eligible Union	2	5%	1	4%	1	6%
OT Eligible Non- Rep	5	12%	1	4%	4	25%
OT Exempt Union	3	7%	2	7%	1	6%
OT Exempt Non-Rep	5	12%	1	4%	4	25%
Number of No Responses						
OT Eligible Union	14	33%	8	30%	6	38%
OT Eligible Non- Rep	13	30%	9	33%	4	25%
OT Exempt Union	23	53%	17	63%	6	38%
OT Exempt Non-Rep	12	28%	8	30%	4	25%

3.A.2 Movement through the pay structure

How do employees' move through the pay structure?

Total Number of Participants responded to question = 34 organizations

WA State Reponses (for all position type) = Grade and step; and others.

Position Type	Market								Number of No Responses
	Grade and step		Grades, no steps		Merit/performance		Other		
	# Responses	% of Responses	# Responses	% of Responses	# Responses	% of Responses	# Responses	% of Responses	
OT Eligible Union	27	63%	1	2%	0	0%	3	7%	12
OT Eligible Non- Rep	22	51%	6	14%	11	26%	2	5%	9
OT Exempt Union	18	42%	1	2%	0	0%	1	2%	24
OT Exempt Non-Rep	18	42%	8	19%	13	30%	2	5%	9

3.A.3 Length of time to arrive at maximum of salary range

What is the average length of time (in years) for the employee to arrive at the maximum of their salary range?

Total Number of Participants responded to question = 30 organizations

Average years to arrive at salary range maximum					
	OT Eligible Union	OT Eligible Non-Rep	OT Exempt Union	OT Exempt Non-Rep	Number of No Responses
Market (median)	7	8	6	7	13
WA State	6	6	6	6	

3.A.5 Shift Differential Eligibility by Position Type

If shift differential eligibility varies by position type, check the boxes that best describe how shift differential rates for the groups noted below compare to the rates provided in question #3.A.4.

Respondents could select more than one answer.

Total Number of Participants responded to question = 20 organizations

Position Type	Percentage of Orgs Providing Shift Differentials			WA State	Number of No Responses
	Evening shifts (% Response)				
	Not eligible	Higher	Lower		
OT Eligible Union	5%	9%	0%	n/a	36
OT Eligible Non-Rep	21%	7%	0%	n/a	31
OT Exempt Union	26%	5%	0%	n/a	30
OT Exempt Non-Rep	44%	2%	0%	n/a	23
Position Type	Night shifts (% Response)			WA State	Number of No Responses
	Not eligible	Higher	Lower		
OT Eligible Union	5%	7%	0%	n/a	36
OT Eligible Non-Rep	21%	7%	0%	n/a	31
OT Exempt Union	23%	2%	0%	n/a	30
OT Exempt Non-Rep	40%	2%	0%	n/a	23
Position Type	Weekend shifts (% Response)			WA State	Number of No Responses
	Not eligible	Higher	Lower		
OT Eligible Union	9%	5%	0%	n/a	36
OT Eligible Non-Rep	16%	7%	0%	n/a	31
OT Exempt Union	19%	2%	0%	n/a	30
OT Exempt Non-Rep	30%	2%	0%	n/a	23

3.A.5 Shift Differential Eligibility by Market Segment

If shift differential eligibility varies by market segment, check the boxes that best describe how shift differential rates for the groups noted below compare to the rates provided in question #3.A.4

Respondents could select more than one answer.

Total Number of Participants responded to question = 20 organizations

Market Segment	Evening shifts (% Response)			WA State	Number of No Responses
	Not eligible	Higher	Lower		
Administrative support	21%	0%	0%		23
Court personnel	12%	0%	0%		23
Health care providers, environmental health staff, or similar roles	5%	9%	2%	X (higher)	23
Information technology or computer operations staff	19%	5%	0%		23
Maintenance, trades or service workers	2%	12%	5%	X (higher)	23
Manufacturing or production workers	7%	0%	0%		23
Security or corrections staff	7%	9%	2%		23
Transit or transportation workers	9%	2%	2%		23
Utility workers	5%	2%	2%		23

Market Segment	Night shifts (% Response)			WA State	Number of No Responses
	Not eligible	Higher	Lower		
Administrative support	21%	0%	0%		23
Court personnel	12%	2%	0%		23
Health care providers, environmental health staff, or similar roles	5%	9%	2%	X (higher)	23
Information technology or computer operations staff	16%	5%	0%		23
Maintenance, trades or service workers	2%	9%	5%	X (higher)	23
Manufacturing or production workers	7%	0%	0%		23
Security or corrections staff	7%	9%	2%		23
Transit or transportation workers	9%	5%	2%		23
Utility workers	5%	5%	2%		23

Market Segment	Weekend shifts (% Response)			WA State	Number of No Responses
	Not eligible	Higher	Lower		
Administrative support	21%	0%	0%		23
Court personnel	12%	2%	0%		23
Health care providers, environmental health staff, or similar roles	5%	9%	2%	X (higher)	23
Information technology or computer operations staff	16%	2%	0%		23
Maintenance, trades or service workers	7%	2%	2%		23
Manufacturing or production workers	7%	0%	0%		23
Security or corrections staff	7%	7%	2%		23
Transit or transportation workers	9%	5%	2%		23
Utility workers	5%	2%	2%		23

3.B.1 Performance-Based Pay

Please indicate which employee groups (if any) are eligible for the following types of performance based pay or recognition.

Total Number of Participants responded to question = 25 organizations

WA State provides base pay increase based upon on individual performance to senior management/executive group. For all employees groups, in addition to non-cash awards for performance, WA State agencies have the authority provide cash awards to recognize employees, either individually or as a class, for accomplishments including outstanding achievements, safety performance longevity or outstanding public service in accordance with RCW 41.06.150 Recognition Awards.

Employee Group	Market		In-State Public Sector		Other State Governments	
	# Responses	% of Responses	# Responses	% of Responses	# Responses	% of Responses
Base increase based on individual performance						
Senior Management/Executive	21	49%	13	48%	8	50%
Union Represented	1	2%	0	0%	1	6%
Non-Represented	6	14%	0	0%	6	38%
Merit incentive based on org-wide performance or results						
Senior Management/Executive	3	7%	2	7%	1	6%
Union Represented	0	0%	0	0%	0	0%
Non-Represented	2	5%	1	4%	1	6%
Merit incentives for group/team performance						
Senior Management/Executive	10	23%	9	33%	1	6%
Union Represented	3	7%	3	11%	0	0%
Non-Represented	4	9%	2	7%	2	13%
Incentives for individual performance						
Senior Management/Executive	7	16%	4	15%	3	19%
Union Represented	4	9%	3	11%	1	6%
Non-Represented	6	14%	2	7%	4	25%

Employee Group	Market		In-State Public Sector		Other State Governments	
	# Responses	% of Responses	# Responses	% of Responses	# Responses	% of Responses
Gainsharing						
Senior Management/Executive	4	9%	1	4%	3	19%
Union Represented	4	9%	3	11%	1	6%
Non-Represented	7	16%	4	15%	3	19%
Spot incentives for performance						
Senior Management/Executive	4	9%	1	4%	3	19%
Union Represented	0	0%	0	0%	0	0%
Non-Represented	6	14%	4	15%	2	13%
Non-cash awards for performance						
Senior Management/Executive	6	14%	1	4%	5	31%
Union Represented	1	2%	0	0%	1	6%
Non-Represented	9	21%	4	15%	5	31%
Number of No Responses						
Senior Management/Executive	20	47%	12	44%	8	50%
Union Represented	38	88%	23	85%	15	94%
Non-Represented	32	74%	22	81%	10	63%

3.B.2 Longevity Pay

Do you provide longevity pay beyond the maximum of the salary range?

Total Number of Participants responded to question = 35 organizations

	# Participants Provide Longevity Pay	% Participants Provide Longevity Pay	Number of No Responses
Market	14	33%	8
In-State Public Sector	10	37%	4
Other State Governments	4	25%	4
WA State	State provides longevity pay beyond the maximum of the salary range		

4.A.4 Dental Plans

The following table provides summary of Monthly Premiums (Excluding any contributions to Health Savings Account) to the **most popular Dental Plan.**

Total Number of Participants responded to question = 24 organizations

MARKET

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
% of Orgs								
88% PPO	\$56	\$82	\$93	\$108	\$0	\$11	\$11	\$20

IN-STATE PRIVATE SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
% of Orgs								
PPO most popular	\$45	\$66	\$73	\$98	\$0	\$29	\$31	\$51

IN-STATE PUBLIC SECTOR

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
% of Orgs								
89% PPO	\$59	\$98	\$113	\$119	\$0	\$10	\$8	\$12

OTHER STATE GOVERNMENTS

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
% of Orgs								
83% PPO	\$26	\$49	***	\$90	\$11	\$32	\$44	\$50

WA STATE

Type of Plan?	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
PPO	\$45	\$90	\$90	\$135	\$0	\$0	\$0	\$0

The following table provides Monthly Premiums (Excluding any contributions to Health Savings Account) to **the second most popular Dental Plan.**

Total Number of Participants responded to question = 13 organizations

MARKET

Type of Plan? % of Orgs	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
62% HMO; 31% PPO 7% Other	\$48	\$74	\$79	\$97	\$5	\$12	\$12	\$18

IN-STATE PRIVATE SECTOR

Type of Plan? % of Orgs	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	% of Orgs	EE only	EE + S	% of Orgs	EE only	EE + S
No data available representing plan 2 available from published surveys								

IN-STATE PUBLIC SECTOR

Type of Plan? % of Orgs	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
89% HMO	\$80	\$93	\$108	\$108	\$2	\$12	\$6	\$10

OTHER STATE GOVERNMENTS

Type of Plan? % of Orgs	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
***	***	***	***	***	***	***	***	***

WA STATE

Type of Plan? HMO	Monthly Employer Contribution (\$) (Median)				Monthly Employee Contribution (\$) (Median)			
	EE only	EE + S	EE + C	Family	EE only	EE + S	EE + C	Family
	\$42	\$85	\$85	\$127	\$0	\$0	\$0	\$0

4.B.1 Wellness Programs/Activities/Policies

Do you offer any health and wellness programs, activities, or policies?

Total Number of Participants responded to question = 38 organizations

Participant type	% of Orgs Offering Wellness	Number of No Responses
Market	55%	5
In-State Private Sector	57%	n/a
In-State Public Sector	74%	3
Other State Governments	63%	2
WA State	Yes	

4.B.4 Health Screenings

Do you offer any health screenings?

Total Number of Participants responded to question = 29 organizations

Participant type	% of Orgs Offering Health Screenings	Number of No Responses
Market	51%	14
In-State Private Sector	No information	n/a
In-State Public Sector	59%	8
Other State Governments	38%	6
WA State	Yes	

4.B.4 Indicate whether you offer or provide access to any of the following health screening activities to employees.

Respondents could check more than one answer.

Total Number of Participants responded to question = 22 organizations

Health Screening	Market	In-State Private Sector	In-State Public Sector	Other State Governments	WA State
	# Responses	# Responses	# Responses	# Responses	
Health Risk Assessment (questionnaires)	46	28	15	3	X
Biometric Screening, such as blood pressure, BMI, etc.	22	11	7	4	X
Other	4	3	0	1	

4.B.5 Do you offer any health or wellness activities or programs?

Total Number of Participants responded to question = 37 organizations

Participant type	% of Orgs Offering Wellness	Number of No Responses
Market	72%	6
In-State Private Sector	No information	n/a
In-State Public Sector	70%	5
Other State Governments	75%	1
WA state	Yes	

4.B.5 Health or Wellness Activity or Program provided by organizations to employees.

Total Number of Participants responded to question = 30 organizations

Type	Market	In-State Private Sector	In-State Public Sector	Other State Governments	WA State
	# Responses	# Responses	# Responses	# Responses	
Healthy food/drink	10	n/a	8	2	X
Multi-session group program	17	n/a	12	5	X
On-site flu shots	32	5	19	8	X
Single-session events or seminars	30	16	10	4	X
On-site exercise facilities	14	n/a	11	3	X*
Health fairs	21	3	11	7	
On-site health clinics	19	15	2	2	
Other	4	n/a	2	2	

* *Varies on location and employing agency.*

4.B.6 Reimbursements or Incentives Related to Wellness/Health

Do you offer any reimbursements or incentives related to wellness/health?

Total Number of Participants responded to question = 36 organizations

Participant type	% of Orgs Offering Wellness Incentives	Number of No Responses
Market	56%	7
In-State Private Sector	No information	n/a
In-State Public Sector	67%	4
Other State Governments	38%	3
WA State	Yes	

4.B.6 Reimbursements or incentives related to wellness/health offered by organizations

Reimbursements or incentives related to wellness/health offered by organizations?

Total Number of Participants responded to question = 24 organizations

Reimbursement Type	Market # Responses	In-State Private Sector # Responses	In-State Public Sector # Responses	Other State Governments # Responses	WA State
Cash incentives	17	8	6	3	
Gym membership or fitness program	14	13	1	0	
Medical plan cost sharing based on wellness participation or health risk criteria	5	n/a	3	2	X
Tobacco-cessation	45	42	3	0	X
Non-cash incentives	10	n/a	8	2	X
Approved wellness/health programs	2	n/a	1	1	Limited
Other	21	15	3	3	

4.B.7 Other Health or Wellness Program or Activity

Do you offer any other health or wellness programs?

Total Number of Participants responded to question = 36 organizations

Participant type	% of Orgs Offering Wellness Programs	Number of No Responses
Market	60%	7
In-State Private Sector	No information	n/a
In-State Public Sector	67%	4
Other State Governments	50%	3
WA State	Yes	

4.B.7 Type of health or wellness programs offered by organizations to employees

Total Number of Participants responded to question = 26 organizations

Program Type	Market	In-State Private Sector	In-State Public Sector	Other State Governments	WA State
	# Responses	# Responses	# Responses	# Responses	
Health and wellness programs through EAP vendor	45	25	14	6	X
Access to group counseling or support	16	2	9	5	
Webinars or online programs	13	n/a	9	4	
Disease management program through medical plan	62	45	10	7	
Access to books/other materials	10	n/a	7	3	
Disease management program outside of medical plan	1	n/a	0	1	
Access to one-on-one counselor or coaching	34	19	13	2	
Other	0	n/a	0	0	

4.C.1 Social Security Contribution

Do your employees contribute to Social Security? Percentage of organizations that contribute.

	Market	In-State Public Sector	Other State Governments	WA State
% of Responses	60% (or 26 Orgs)	63% (or 17 Orgs)	56% (or 9 Orgs)	Yes

4.C.2 Defined Benefit Retirement Plan

The following table outlines the most common retirement plan name, vesting schedule, formula, and normal retirement age under defined benefit retirement. We have divided the in-state public sector market into two separate segments: in-state public sector (PERS plan) and other in-state public sector (non-PERS plans) retirement plans.

The following table provides the reported individual participant responses for other state government organizations:

Participant type	Plan Name	Formula
Other State Government 1	ASRS	Total service credit * graded multiplier (depends on YOS, ranges from 2.1 to 2.3) * average monthly compensation
Other State Government 2	Miscellaneous	1% @ 52, 2% @ 62 and up to 2.5% @ 67
Other State Government 3	PERA	
Other State Government 4	Public Employee Retirement System of Idaho (PERSI)	3 factors: months of service; average monthly salary (currently highest consecutive 42 months of service)
Other State Government 5	State Employees' Retirement System of Illinois	1.67% * Years of Service
Other State Government 6	Employee & Teachers Ret.	
Other State Government 7	MA State Employee Pension Plan	Years of service and age.
Other State Government 8	MSRS	YOS * 1.7 * annual high-five salary (highest 60 month period)
Other State Government 9	PERS-DBRP	Membership service x Years of Service Credit x Highest average compensation over 60 months of gross salary
Other State Government 10	NV PERS	service credit x 2.5% x average monthly comp
Other State Government 11	PERA Retirement	3% x final avg salary x years of service times 20% enhancement on service credit

Participant type	Plan Name	Formula
Other State Government 12	State Employees' Retirement System	Final Average Salary x 2.5% X Years of Service
Other State Government 13	Utah Retirement System	Number of years of service x 2.00% x Average Salary (3 highest years)
Other State Government 14	VRS	Average final compensation (avg of 60 consecutive months of highest creditable compensation) * 1.65% * years of creditable service
Other State Government 15	Wyoming Public Employees	Age 65 with 4 years of service or upon meeting the requirements of the Rule of 85. 2% multiplier for all years of service with a highest average salary requirement of 60 months of continuous service

4.C.3 Contribution rate for both employer and employee to most populated Defined Benefit retirement plan
Contribution rate for both employer and employee to most populated Defined Benefit retirement plan.

The following table provides the reported individual participant responses for in-state public sector organizations with a Non-PERS plan:

Participant type	Plan Type	Employer Contribution	Contributions picked up by employer	Employee Contribution
In-State Public Sector 1	Non-PERS Plan	15.29%	Yes	10.03%
In-State Public Sector 2	Non-PERS Plan	unknown		unknown
In-State Public Sector 3	Non-PERS Plan	10.70%		0.80%

4.C.5 Combined Defined Benefit/Defined Contribution Plan (DB/DC)

The following table outlines the most common combined DB/DC retirement plan name, vesting schedule, formula, and normal retirement age under defined benefit retirement.

The following table provides the reported individual participant responses for other state government organizations:

Participant type	Plan Type	Number of years for vesting	Formula	Normal retirement age
Other State Government 1	PERA	5		
Other State Government 2	OPSRP	5	1.5 percent x years of retirement credit x final average salary	65
Other State Government 3	Not offered	Not offered	Not offered	Not offered
Other State Government 4	Utah Retirement System	4 Years		62

4.C.6 Contribution rate for both employer and employee to most populated Combined DB/DC Plan

Contribution rate for both employer and employee to most populated Combined DB/DC retirement plan

The following table provides the reported individual participant responses for other state government organizations:

Participant type	Plan Type	Employer Contribution	Contributions picked up by employer	Employee Contribution
In-State Public Sector 1	PERA	10.15%		8.00%
In-State Public Sector 2	OPSRP		No	6.00%
In-State Public Sector 3	Utah Retirement System	18.44%	Yes	

APPENDIX - SECTION D

In this appendix section we have included separate salary range summary tables for in-state public sector (Table 1), and other state government organizations (Table 2).

We have additionally provided the benchmark (BMK) job descriptions for reference categorized by market segment in Table 3.

Table 1. Benchmark Pay Ranges (Median) for In-State Public Sector

BMK #	Benchmark Position	PAY RANGE MINIMUM			PAY RANGE MAXIMUM		
		# Participant Orgs	WA State	In-State Public Sector Median	# Participant Orgs	WA State	In-State Public Sector Median
100	Secretary Senior	20	\$29,100	\$42,399	21	\$37,476	\$56,085
102	Customer Services Specialist 2	8	\$30,420	\$42,318	9	\$39,312	\$55,464
103	Administrative Assistant 3	19	\$33,336	\$49,256	19	\$43,344	\$65,461
104	Program Specialist 2	11	\$35,808	\$54,756	11	\$46,596	\$67,018
105	Management Analyst 3	7	\$45,540	\$72,093	7	\$59,724	\$93,107
107	Forms & Records Analyst 2	12	\$35,808	\$48,488	12	\$46,596	\$65,265
108	Mail Carrier - Driver	11	\$25,908	\$35,767	11	\$33,336	\$44,551
109	Procurement & Supply Specialist 3	16	\$44,400	\$58,334	16	\$58,284	\$71,356
110	Human Resource Consultant 2	19	\$43,344	\$62,483	19	\$56,844	\$81,852
112	Custodian 2	16	\$26,568	\$37,482	16	\$34,176	\$46,230
113	Grant & Contract Coordinator	12	\$40,236	\$59,509	13	\$52,788	\$84,827
203	Horticulturist	5	\$59,724	\$52,236	5	\$78,348	\$69,648
205	Grounds & Nursery Services Specialist 2	11	\$27,144	\$42,984	11	\$34,968	\$57,441
300	Graphic Designer	13	\$35,808	\$53,112	13	\$46,596	\$71,410
301	Recreation & Athletics Specialist 2	10	\$35,808	\$53,296	10	\$46,596	\$65,145
400	Maintenance Technician 2	10	\$39,312	\$47,094	11	\$46,596	\$58,884
401	Construction Project Coordinator 2	8	\$54,072	\$82,238	9	\$71,040	\$104,354
402	Construction and Maintenance Superintendent 2	9	\$45,540	\$75,264	9	\$59,724	\$91,500
403	Carpenter	5	\$41,232	\$52,471	9	\$46,596	\$69,035
404	Painter	5	\$41,232	\$52,471	8	\$46,596	\$71,210
406	Electrician	10	\$45,540	\$59,429	13	\$51,504	\$74,460

BMK #	Benchmark Position	PAY RANGE MINIMUM			PAY RANGE MAXIMUM		
		# Participant Orgs	WA State	In-State Public Sector Median	# Participant Orgs	WA State	In-State Public Sector Median
407	Plumber/Pipefitter/Steamfitter	7	\$45,540	\$52,716	8	\$51,504	\$71,094
408	Refrigeration Mechanic	7	\$45,540	\$56,368	8	\$51,504	\$71,558
409	Maintenance Mechanic 2	10	\$45,540	\$54,502	13	\$51,504	\$69,960
410	Welder - Fabricator	6	\$45,540	\$55,080	7	\$51,504	\$72,696
411	Equipment Operator 2	6	\$44,400	\$51,007	8	\$50,292	\$68,352
505	Library & Archival Professional 2	6	\$41,232	\$60,000	6	\$54,072	\$78,106
603	Contracts Specialist 2	8	\$46,596	\$60,828	9	\$61,212	\$81,091
604	Budget Analyst 2	15	\$43,344	\$67,954	15	\$56,844	\$92,170
605	Fiscal Technician 2	18	\$28,404	\$44,661	19	\$36,648	\$58,392
607	Auditor 2	8	\$35,808	\$65,120	8	\$46,596	\$88,580
612	Revenue Agent 2	5	\$43,344	\$55,182	5	\$56,844	\$65,354
716	Registered Nurse 2	5	\$64,116	\$61,144	5	\$102,516	\$85,128
751	Safety & Health Specialist 2	5	\$49,020	\$64,085	6	\$64,296	\$79,889
800	Cook 2	5	\$29,760	\$52,286	5	\$38,436	\$56,752
900	Communications Consultant 3	10	\$44,400	\$68,994	11	\$58,284	\$87,651
906	Community Outreach & Environmental Education Specialist 2	8	\$39,312	\$63,232	8	\$51,504	\$81,172
911	Communications Officer 1	5	\$40,980	\$55,144	5	\$53,424	\$63,997
1103	Property and Evidence Custodian	7	\$34,176	\$51,189	7	\$44,400	\$61,938
1106	Chemist 2	5	\$47,820	\$55,583	5	\$62,748	\$69,859
1112	Land Surveyor 3	6	\$56,844	\$70,009	6	\$74,604	\$87,845
1114	Civil Engineer 3	12	\$59,724	\$84,340	13	\$78,348	\$115,560
1116	Engineering Technician 2	8	\$42,264	\$56,753	9	\$55,476	\$71,552
1118	Drafting Technician 2	5	\$34,968	\$56,805	5	\$45,540	\$71,552
1119	Cartographer 3	8	\$47,820	\$56,753	8	\$62,748	\$70,706
1123	Legal Assistant 2	10	\$34,176	\$46,808	10	\$44,400	\$58,230
1124	Paralegal 2	11	\$47,820	\$56,336	11	\$62,748	\$70,990
1125	Electronics Technician 2	8	\$44,400	\$59,587	10	\$50,292	\$81,027
1128	Automotive Mechanic	15	\$41,232	\$54,018	16	\$46,596	\$70,413
1129	Equipment Technician 3	10	\$47,820	\$58,448	12	\$54,072	\$70,554
1131	Industrial Hygienist 2	6	\$50,292	\$67,239	6	\$65,916	\$85,405

BMK #	Benchmark Position	PAY RANGE MINIMUM			PAY RANGE MAXIMUM		
		# Participant Orgs	WA State	In-State Public Sector Median	# Participant Orgs	WA State	In-State Public Sector Median
1208	Security Guard 2	5	\$34,968	\$40,622	6	\$45,540	\$51,745
1209	Campus Police Officer	8	\$44,400	\$65,403	8	\$58,284	\$84,465
1212	Emergency Management Program Specialist 2	7	\$45,540	\$65,166	7	\$59,724	\$84,330
1300	Property & Acquisition Specialist 3	6	\$47,820	\$72,785	6	\$62,748	\$90,834
1500	Warehouse Operator 2	10	\$32,616	\$48,909	10	\$36,648	\$58,095
1502	Mechanical Engineer Senior	6	\$59,724	\$81,976	6	\$78,348	\$120,078
1504	Transportation Planning Specialist 3	9	\$56,844	\$71,688	9	\$74,604	\$87,651
1505	Truck Driver 2	5	\$37,476	\$55,016	6	\$42,264	\$63,011
1602	Utility Worker 2	7	\$33,336	\$49,650	7	\$37,476	\$64,092
1603	Plant Manager 2/Physical Plant Manager/Plant Engineer	5	\$43,344	\$76,510	7	\$56,844	\$97,994
1605	Wastewater Treatment Plant Operator 2	8	\$51,504	\$59,637	8	\$61,212	\$72,665

Table 2. Benchmark Pay Ranges (median) for Other State Governments

BMK #	Benchmark Position	PAY RANGE MINIMUM			PAY RANGE MAXIMUM		
		# Participant Orgs	WA State	Other State Governments Median	# Participant Orgs	WA State	Other State Governments Median
111	Industrial Relations Agent 2	8	\$44,400	\$45,618	8	\$58,284	\$64,961
200	Forest Cruiser & Crafts Technician	5	\$39,312	\$39,678	5	\$46,596	\$55,276
201	Forest Crew Supervisor 1	7	\$29,760	\$39,678	9	\$38,436	\$67,926
204	Agricultural Inspector 2	13	\$29,760	\$33,354	13	\$38,436	\$48,899
303	Preservation & Museum Specialist 3	9	\$35,808	\$41,491	9	\$46,596	\$65,169
501	Instruction & Classroom Support Technician 1	5	\$33,336	\$29,588	5	\$43,344	\$43,309
503	Deaf Interpreter 3	5	\$38,436	\$36,479	5	\$50,292	\$65,152
600	Actuary 2	11	\$88,656	\$68,242	11	\$116,352	\$103,447
607	Auditor 2	13	\$35,808	\$46,213	13	\$46,596	\$72,541
608	Audit Specialist - DOT 2	8	\$39,312	\$50,391	8	\$51,504	\$75,697
609	Financial Examiner 3	11	\$64,296	\$57,053	11	\$84,384	\$84,864
610	Financial Services Specialist 3	8	\$38,436	\$37,150	8	\$50,292	\$66,631
611	Tax Information Specialist 1	8	\$34,176	\$39,479	8	\$44,400	\$63,114
612	Revenue Agent 2	8	\$43,344	\$42,177	8	\$56,844	\$67,431
700	Clinical/Medical Technologist 2	12	\$45,540	\$44,126	12	\$59,724	\$67,926
701	Laboratory Technician 3	7	\$41,232	\$35,283	7	\$54,072	\$58,655
703	Mental Health Practitioner	9	\$50,292	\$56,660	9	\$65,916	\$85,271
705	Social Worker 2 - Academic Medical Centers	7	\$49,020	\$46,999	7	\$64,296	\$71,081
707	Psychology Associate	8	\$55,476	\$54,704	8	\$72,744	\$92,901
708	Social Service Specialist 3	9	\$46,596	\$51,258	9	\$61,212	\$72,431
709	Vocational Rehabilitation Counselor 3	14	\$46,596	\$47,744	14	\$61,212	\$71,632
710	Attendant Counselor 2	11	\$31,140	\$34,956	11	\$40,236	\$54,189
713	Health Services Consultant 2	11	\$44,400	\$45,732	11	\$58,284	\$78,100
714	Public Health Advisor 2	5	\$46,596	\$45,956	5	\$61,212	\$72,950
719	Dentist	14	\$108,036	\$96,510	14	\$141,744	\$152,205
720	Physician 2	12	\$129,012	\$131,381	14	\$169,308	\$216,347
721	Psychiatrist 4	7	\$169,308	\$130,049	7	\$222,192	\$197,076
723	Dental Hygienist 2	12	\$54,072	\$41,340	12	\$71,040	\$68,369
732	Epidemiologist 1	12	\$56,844	\$55,081	12	\$74,604	\$79,348

BMK #	Benchmark Position	PAY RANGE MINIMUM			PAY RANGE MAXIMUM		
		# Participant Orgs	WA State	Other State Governments Median	# Participant Orgs	WA State	Other State Governments Median
734	Occupational Therapist 3	11	\$47,820	\$50,049	11	\$62,748	\$86,501
735	Physical Therapist 2	11	\$50,292	\$52,698	11	\$65,916	\$90,187
737	Speech Pathologist/Audiologist Specialist 1	8	\$58,284	\$51,474	8	\$76,464	\$77,371
751	Safety & Health Specialist 2	11	\$49,020	\$46,213	11	\$64,296	\$72,541
752	Support Enforcement Officer 2	8	\$40,236	\$36,689	8	\$52,788	\$64,946
801	Food Service Manager 2	14	\$37,476	\$42,412	14	\$49,020	\$71,557
903	Photographer 2	10	\$41,232	\$32,261	10	\$54,072	\$48,852
904	Digital Printing Operator	6	\$25,560	\$37,644	5	\$32,616	\$54,718
910	Law Enforcement Equipment Technician 2	6	\$41,232	\$44,014	6	\$49,020	\$57,789
1100	Natural Resource Scientist 2/Scientist Environmental	13	\$45,540	\$52,535	13	\$59,724	\$80,856
1101	Research Analyst 2	10	\$36,648	\$44,181	10	\$47,820	\$69,808
1102	Forensic Scientist 3	14	\$64,296	\$58,218	14	\$84,384	\$91,283
1104	Hydrogeologist 3	12	\$58,284	\$55,256	12	\$76,464	\$85,768
1105	Microbiologist 2	11	\$47,820	\$42,143	11	\$62,748	\$74,064
1106	Chemist 2	14	\$47,820	\$45,952	14	\$62,748	\$72,258
1107	Natural Resource Technician 2	6	\$29,760	\$33,515	6	\$38,436	\$48,648
1108	Scientific Technician 2	7	\$31,140	\$33,115	6	\$40,236	\$53,600
1109	Natural Resource Specialist 2	9	\$42,264	\$48,922	9	\$55,476	\$79,004
1110	Fish and Wildlife Biologist 2	12	\$43,344	\$42,655	12	\$56,844	\$68,007
1111	Veterinary Specialist 2	6	\$31,848	\$37,161	6	\$41,232	\$75,130
1117	Architect 1	10	\$59,724	\$53,041	10	\$78,348	\$83,900
1120	Labor Relations Adjudicator/Mediator 2	8	\$76,464	\$75,929	8	\$100,344	\$102,849
1121	Hearings Examiner 2	10	\$58,284	\$58,218	10	\$76,464	\$90,071
1126	Locksmith	9	\$41,232	\$38,094	9	\$46,596	\$52,887
1127	Instrument Maker 2	5	\$50,292	\$49,095	5	\$56,844	\$61,613
1131	Industrial Hygienist 2	10	\$50,292	\$53,408	10	\$65,916	\$80,898
1200	Investigator 2	8	\$42,264	\$43,126	8	\$55,476	\$73,330
1201	Weights & Measures Compliance Specialist 2	5	\$36,648	\$41,399	5	\$47,820	\$59,755
1203	Regulatory Analyst 2	7	\$55,476	\$53,822	7	\$72,744	\$84,864
1204	Licensing Services Representative 2	11	\$34,968	\$31,587	11	\$45,540	\$50,989

BMK #	Benchmark Position	PAY RANGE MINIMUM			PAY RANGE MAXIMUM		
		# Participant Orgs	WA State	Other State Governments Median	# Participant Orgs	WA State	Other State Governments Median
1206	Worksource Specialist 2	12	\$34,968	\$38,225	12	\$45,540	\$64,585
1210	Elevator Inspector 1	8	\$54,072	\$45,821	8	\$71,040	\$77,958
1212	Emergency Management Program Specialist 2	9	\$45,540	\$44,877	9	\$59,724	\$68,081
1213	Retirement Specialist 2	10	\$40,236	\$43,257	10	\$52,788	\$65,499
1214	Employment Security Program Coordinator 2	8	\$43,344	\$36,973	8	\$56,844	\$59,299
1215	Workers' Compensation Adjudicator 2	6	\$41,232	\$42,674	6	\$54,072	\$63,288
1401	Lottery District Sales Representative	6	\$41,232	\$43,755	6	\$54,072	\$63,100
1506	Aircraft Mechanic	10	\$50,292	\$48,302	10	\$56,844	\$74,553
1507	Commercial Vehicle Enforcement Officer 1	10	\$45,036	\$35,847	10	\$59,016	\$53,071
1508	Traffic Safety Systems Operator 3	6	\$36,648	\$41,838	6	\$47,820	\$59,322
1510	Aircraft Pilot 2	15	\$54,072	\$56,186	15	\$71,040	\$86,255
1600	Energy/Utilities Engineer 2	6	\$56,844	\$60,575	5	\$74,604	\$86,560
1604	Stationary Engineer 2	11	\$49,020	\$37,982	11	\$55,476	\$63,970

Table 3. Benchmark Descriptions

The following charts provide the benchmark job description summaries for reference:

MARKET SEGMENT: Administrative and Other Support Services

Benchmark No.	Benchmark Job Title	Benchmark Description
100	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.
101	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.
102	CUSTOMER SERVICES 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.
103	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
104	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.
105	MANAGEMENT ANALYST 3	Conducts complex, 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, resolves complex management problems, and functions as a specialist and/or lead for projects impacting multiple programs, departments, and/or jurisdictions. Typically requires a Bachelor's degree in a related field and two to three years of experience.
106	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.
107	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>
108	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
109	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.
110	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.
111	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.
112	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.
113	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.

MARKET SEGMENT: Agriculture or Forest Services/Products

Benchmark No.	Benchmark Job Title	Benchmark Description
200	FOREST CRUISER & CRAFTS 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.
201	FOREST CREW SUPERVISOR 1	Directs a crew (typically 5 to 10 individuals) performing natural resource management activities such as maintaining roads, trails, rehabilitating streams or fighting fires. Typically requires six months of experience supervising a crew performing outdoor physical labor.
202	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.
203	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.
204	AGRICULTURAL INSPECTOR 2	Performs inspections and grading in the field or plant of seed fields, harvest equipment, eggs, fresh fruits and/or vegetables and other agricultural commodities; assists in surveillance and audits of certified feedlots; stops shipments of agricultural commodities for noncompliance with transport laws; issues warning and arrest citations; makes cooperative investigations. Typically requires graduation from high school or GED and two years of experience in production, storage, or sale of shell eggs or a Bachelor's degree with major study in agronomy or closely related field and one year of experience performing inspections in the field or plant of seed fields, harvest equipment, and seed conditioning facilities for approval to handle certified seed.

Benchmark No.	Benchmark Job Title	Benchmark Description
205	<p> GROUND & NURSERY SERVICES SPECIALIST 2 </p>	<p> 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. </p>

MARKET SEGMENT: Arts, Entertainment, or Recreation (including public parks/recreation, athletics, etc.)

Benchmark No.	Benchmark Job Title	Benchmark Description
300	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.
301	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.
302	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.
303	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.

MARKET SEGMENT: Construction

Benchmark No.	Benchmark Job Title	Benchmark Description
400	MAINTENANCE TECHNICIAN 2	Performs skilled highway maintenance work and operates a variety of highway equipment and tools. Operates all sizes of dump trucks with sanders and snow plow attachments, front end loaders up to two cubic yards, pavement rollers, self-propelled brooms, power mowing equipment, and power augers. Clears rock, snow, and ice from roadways; uses explosives for breaking rock, cutting ditches, and clearing rights of way; replaces bridge deck planks and guard rails; drives piling; rebuilds approaches; cleaning catch basins and coverts; patrols roads to identify needed maintenance and patching asphalt. Typically requires three years of highway maintenance experience.
401	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.
402	CONSTRUCTION AND 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.
403	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
404	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.
406	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.
407	PLUMBER/ PIPEFITTER/ STEAMFITTER	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.
408	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.
409	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
410	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.
411	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.

MARKET SEGMENT: Educational or Library Services (including public schools, public libraries, higher education, etc.)

Benchmark No.	Benchmark Job Title	Benchmark Description
500	VOCATIONAL EDUCATION PROGRAM SPECIALIST	Provides support, technical and/or review for program compliance services in a consultative capacity for local, secondary and adult education administrators, public or private agencies or other organizations involved in the delivery of vocational education. Consultative services are provided for the following or related program areas: curriculum development; vocational education specialty programs; compliance audits; site and facility inspections; contract review; program workshop conduction or 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.
501	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.
502	EARLY CHILDHOOD PROGRAM SPECIALIST 2	Directs educational activities of children including presenting basic developmental materials, provides child development information to parents as necessary, and performs clerical procedures. Typically, requires one year experience in an early childhood program, and 30 quarter credit hours in early childhood development/education/special education; or equivalent education/experience.
503	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.
505	LIBRARY & ARCHIVAL PROFESSIONAL 2	As a librarian or archivist, provides consultative support to user groups on the capabilities and uses of library's specific products and services; writes user manuals, technical bulletins and training information; provides reference services; makes recommendations or decisions on acquisition of library resource materials; catalogs records materials into bibliographic databases; translates, formulates, and organizes bibliographic information according to prescribed professional library cataloging codes. Typically requires a Master's degree in library science from an American Library Association accredited program and two years of professional experience.

MARKET SEGMENT: Finance or Insurance (including banking and investment services)

Benchmark No.	Benchmark Job Title	Benchmark Description
600	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.
601	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.
602	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.
603	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
604	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.
605	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.
606	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.
607	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.
608	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
609	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.
610	FINANCIAL SERVICES 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 stamp programs, or equivalent, and satisfactory completion of the position specific training program.
611	TAX INFORMATION SPECIALIST 1	Provides in person and/or telephone assistance to taxpayers, tax practitioners and the public in determining the taxability of complex business transactions and reporting instructions for past, current, and future tax liabilities. Provides authoritative information to taxpayers and employees on tax policy changes, new legislation, and industry specific targeted education. 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.
612	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, and adjustment of claims, collection of civil debts, or other related field.

MARKET SEGMENT: Health Care or Social Services/Assistance (including hospitals, medical laboratories, public health entities, therapeutic services, etc.)

Benchmark No.	Benchmark Job Title	Benchmark Description
700	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.
701	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.
703	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.
704	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
705	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.
706	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.
707	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.
708	SOCIAL SERVICE SPECIALIST 3	Responsible for the full scope of social services: licensing, risk assessment intake, case management. Typically requires a Master's degree or higher in social work, a health or social science, public administration or a related field, and two years of professional experience in planning, administering, developing, or delivering social, financial, health or chemical dependency treatment services programs.
709	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
710	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).
711	ADULT TRAINING SPECIALIST 3	Writes and implements vocational, educational, behavioral, therapy, motor, social, or community living skill training programs for residents. These staff are expected to help train and give direction to other adult training specialists; are shift charges; and/or are assigned specialized responsibilities. Requires high school graduation (or GED) and completion of 30 specific job related college credit hours, or an Associate or Bachelor's degree in a human services field and two years as a vocational trainer of persons with disabilities in a community employment program or sheltered workshop; or two years as a teacher's aide in a special education classroom.
712	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.
713	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.
714	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
715	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.
716	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.
717	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.
718	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; assists patients with daily living activities; 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."
719	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.
720	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
721	PSYCHIATRIST 4	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.
722	PHYSICIAN ASSISTANT CERTIFIED/ ADVANCED REGISTERED NURSE PRACTITIONER LEAD	Provide primary health care services to hospital and clinic patients such as performing examinations, performing or ordering diagnostic tests, establishing diagnosis, prescribing medications, instructing patients and family members on continuing care. May lead or direct others. Requires Washington state licensure as an ARNP; a Master's Degree in a related field and 1 year experience in the medical field; or equivalent.
723	DENTAL HYGIENIST 2	Assists the dentist with oral health care patients by cleaning, scaling, polishing teeth, and taking and processing x-rays. Records evaluations of mouth condition and extent of prophylaxis on dental chart to provide dentist with information for more complete diagnosis and subsequent treatment. 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.
724	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.
725	PHARMACY TECHNICIAN 2	Performs a variety of technical pharmaceutical tasks such as compounding medications, preparing prescriptions, preparing intravenous mixtures, 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.
728	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
729	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.
730	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.
731	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.
732	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.
734	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.
735	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
736	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.
737	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 delayer/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.
738	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.
739	ORTHOPAEDIC 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 devises. 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.
740	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.
741	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.
742	HISTOTECHNOLOGIST	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
743	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.
745	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.
746	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.
748	ELECTROCARDIOGRAPH 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.
749	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.
750	PSYCHOMETRIST 2	Administers and scores psychological tests and measures; analyzes test results; determines most suitable testing procedures used; and assesses client responses to test conditions, adapting procedures as needed. Typically requires a Master's degree with major study in psychology or closely related field with emphasis in tests and measurement; or a Bachelor's degree in a behavioral or social science and two years' experience in psychological testing.

Benchmark No.	Benchmark Job Title	Benchmark Description
751	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.
752	SUPPORT ENFORCEMENT OFFICER 2	Initiates and authorizes the establishment, collection, distribution, and/or modification and enforcement of financial, medical, interstate and other child support obligations. 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 one year as a support enforcement officer and completion of required training program.

MARKET SEGMENT: Hospitality, Accommodation, Food Services, or Personal Services

Benchmark No.	Benchmark Job Title	Benchmark Description
800	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.
801	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 leadwork 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.
802	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.

MARKET SEGMENT: Media or Communications

Benchmark No.	Benchmark Job Title	Benchmark Description
900	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.
901	ELECTRONIC MEDIA PRODUCER	Designs, produces and edits recorded or live digital multimedia or audio-video/television programs; directs crew and cast during rehearsal and performance of live or recorded television programs; participates in planning for production of television and audio-video materials which may include assisting in developing content by providing information on production requirements and capabilities and developing production scripts from concepts and content outlines provided by resource people; organizes and directs phases of the production process such as rehearsing and directing performers and production crews; coordinates digital multimedia works, audio work, scenes, music, timing, graphics, camera work, and script. Typically requires a Bachelor's degree in television production or related field and one year of experience in television production or related field.
903	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.
904	DIGITAL PRINTING OPERATOR	Operates offset duplicating or bindery machines; performs repairs of machinery. Works independently in determining the scope or level of service. May supervise and train lower level operators, interns or others as needed. Typically requires high school graduation or equivalent and one year of experience operating offset duplicating, or bindery machines.
906	COMMUNITY OUTREACH & ENVIRONMENTAL EDUCATION 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.

Benchmark No.	Benchmark Job Title	Benchmark Description
910	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.
911	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 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.
912	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.

MARKET SEGMENT: Professional, Scientific or Technical Services (including legal services, consulting services, etc.)

Benchmark No.	Benchmark Job Title	Benchmark Description
1100	NATURAL RESOURCE SCIENTIST 2 ALTERNATE TITLE SCIENTIST ENVIRONMENTAL	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.
1101	RESEARCH ANALYST 2	Plans and conducts research and data and/or statistical analysis under the general direction of a higher-level research professional. Outlines, organizes, and executes non-routine technical data or statistical analysis; supervises the collection and analysis of data and preparation of periodic or special statistical and narrative reports. Typically requires a Bachelor's degree with coursework in statistics and one year of professional experience in research and/or statistical analysis.
1102	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.
1103	PROPERTY AND 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.

Benchmark No.	Benchmark Job Title	Benchmark Description
1104	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
1105	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.
1106	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.
1107	NATURAL RESOURCE 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 habitat 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.

Benchmark No.	Benchmark Job Title	Benchmark Description
1108	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.
1109	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. Coordinates programs such as fire protection and prevention, emergency management, volunteers, or forest stewardship and environmental impact. Typically requires a Bachelor's degree in a related specialty area and two to three years of professional experience in that specialty.
1110	FISH AND 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.
1111	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

Benchmark No.	Benchmark Job Title	Benchmark Description
1112	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.
1113	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.
1114	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
1115	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.
1116	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
1117	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
1118	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.
1119	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.
1120	LABOR RELATIONS ADJUDICATOR/ MEDIATOR 2	Serves as presiding officer, mediator, and arbitrator to implement statutory procedures for resolution of complex and sensitive labor disputes involving employers and unions throughout the state. 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.
1121	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
1123	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.
1124	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.
1125	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.
1126	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.
1127	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
1128	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.
1129	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.
1130	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.
1131	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.
1132	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
1133	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.
1135	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.

MARKET SEGMENT: Public Administration (local or state government, public retirement system, etc.)

Benchmark No.	Benchmark Job Title	Benchmark Description
1200	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.
1201	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 Associate's 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.
1202	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.
1203	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, 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.
1204	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
1206	WORKSOURCE SPECIALIST 2	Performs professional duties in the delivery of direct core services to customers. Conducts in-depth interviews and provides job referrals, placement services, and information regarding agency and partner programs. Works independently and provides a full range of services such as: interviewing job applicants to determine job readiness and/or making referrals to job openings, providing information, and answering questions on the full range of agency core services and programs. Typically requires a Bachelor's degree and one year of professional experience in social or human resource services, public relations, or equivalent.
1207	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.
1208	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.
1209	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.
1210	ELEVATOR INSPECTOR 1	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 for an authority having jurisdiction and completion of the second half of the Labor and Industries Elevator Inspector Training Program within the first year of employment, or completion of the entire training program.

Benchmark No.	Benchmark Job Title	Benchmark Description
1211	ASSISTANT FIRE CHIEF ALTERNATE TITLE: CAMPUS ASSISTANT FIRE CHIEF	On a college campus or at a correctional facility, leads students or inmate fire fighters in fire prevention, suppression, emergency medical treatment and maintenance of equipment; develops, monitors and administers a fire suppression training program that meets or exceeds state and local requirements; assume command and act for the Fire Chief in their absence. Typically requires four years' experience as a structural firefighter or above at a fire department involved in fire suppression activities or equivalent.
1212	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.
1213	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.
1214	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.
1215	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.

MARKET SEGMENT: Real Estate (including rental or leasing)

Benchmark No.	Benchmark Job Title	Benchmark Description
1300	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.

MARKET SEGMENT: Retail Trade

Benchmark No.	Benchmark Job Title	Benchmark Description
1400	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.
1401	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.

MARKET SEGMENT: Transportation or Warehousing (including airlines, ports, public transit, etc.)

Benchmark No.	Benchmark Job Title	Benchmark Description
1500	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.
1501	MARINE ENGINEER	Performs journey-level professional marine engineering and project management functions. Assigned work as lead engineer on small or less complex ferry terminal or facility projects, or assigned as part of a team of engineers on larger more complex projects. Final work project must be stamped by a licensed engineer. Typically requires certification as an Engineer In-Training, a Bachelor's degree in civil or structural engineering and two years of entry-level experience as a marine, transportation or bridge engineer, or equivalent.
1502	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.
1504	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.
1505	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
1506	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 avionic 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.
1507	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.
1508	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.
1509	FERRY OPERATOR	Serves as master in operation of the Keller Ferry carrying up to 20 vehicles, 149 passengers and cargo; leads a crew of 2. Requires a valid U.S. Coast Guard license for master of inland steam or motor vessels of not more than 100 gross tons valid on Lake Roosevelt between Grand Coulee Dam and the Canadian Border.

Benchmark No.	Benchmark Job Title	Benchmark Description
1510	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> <ul style="list-style-type: none"> Fixed Wing Option: 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 Helicopter Option: 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.

MARKET SEGMENT: Utilities (including electricity, natural gas, water/sewer, etc.)

Benchmark No.	Benchmark Job Title	Benchmark Description
1600	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.
1601	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 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.
1602	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.
1603	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.

Benchmark No.	Benchmark Job Title	Benchmark Description
1604	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.
1605	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.