

METROPOLITAN GOVERNMENT



Nashville and Davidson County

Pay Tables and Classifications for Health Non-Professional

Effective 1/1/14



EXPLANATION OF PAY TYPES

Trades & Labor Schedule (T.L.S):

A position is classified under the T.L.S if its primary duty involves the performance of physical work which requires knowledge or experience of a trade, craft, or of a manual-labor nature.

The T.L.S table has three separate sub-schedules: TG, which covers positions with worker responsibility, TL, which covers positions with lead responsibility, and TS, which covers positions with supervisory responsibility.

Open Range:

Employees in certain positions designated by the Civil Service Commission will be compensated on open range salary grades, which include minimum and maximum salaries only. Employees may be compensated anywhere within this range, subject to provisions in the Open Range policy.

Standard Range Schedule (SR):

A position is subject to the SR, even if it requires physical work, if its primary duty requires knowledge or experience of an administrative, clerical, scientific, artistic, or technical nature not related to trade, craft, or manual-labor work

Bonus Plans:

Bonuses are a way to grant employees a pay increase without permanently increasing base pay. A lump-sum bonus as authorized by the Civil Service Commission, if applicable, and approved by the Department of Finance may be paid to employees up to a maximum of the equivalent of a two-step increase from the employee's current pay.

Public Safety Schedule (PS):

The PS schedule covers sworn members of the Metro Police Department and Emergency Medical Service, Fire Suppression, and other designated employees of the Fire Department.

Special Pay Types:

Included in the pay plan are special pay types specifically designed for Correctional Officers (CO), Public Defenders' Office (PD), Mayor (MM), Vice Mayor (VM), Council Members (CM), Judicial Assistants (JS), Departmental Directors (DP), School Crossing Guards (SP) and School Crossing Guard Supervisors (SS), Board of Education Member (BE), Emergency Telecommunications (ET)

EXPLANATION OF PAY CALCULATIONS

<p>Pay scales under SR, CO and PS charts are based on annual salary. The monthly, semi-monthly, and bi-weekly rates are calculated by dividing the annual rate by 12, 24, and 26, respectively. Hourly Rates are approximate and are calculated assuming that the employee works a 40 hour week. For employees in classifications that work more hours for their salary (e.g., those in the PS and CO scales), the hourly rate shown is not reflective of the actual hourly rate received.</p>	<p>SR/PS/CO</p>	<p>When an employee on the SR or PS schedule is promoted to a higher pay grade, the new salary is generally calculated by first determining the employee's "promotional step", moving forward two steps in the current range. The new pay rate is established by slotting the employee into the step in the new range that is closest to, but not less than, the employee's promotional step.</p>
<p>Pay scales under the TG, TL and TS are based on an hourly rate. The annual figure assumes that an employee works a 40 hour work week. The monthly, semi-monthly and bi-weekly rates are calculated by dividing the annual rate by 12, 24, and 26 respectively</p>	<p>TLS</p>	<p>When an employee on the TLS schedule is promoted to a higher pay grade, the employee's pay will be adjusted to the step in the new pay grade which is closest to a 6% increase, but not less than a 5% increase.</p>
<p>Employees in positions eligible for Open Range pay may be compensated at any salary between the established minimum and maximum for their pay range. Employees' actual pay is based on an annual salary. The monthly, semi-monthly, and bi-weekly rates are calculated by dividing the annual rate by 12, 24 and 26 respectively. Hourly rates are approximate and are calculated assuming that an employee works a 40 hour week.</p>	<p>Open Range</p>	<p>Employees eligible for the Open Range pay plan may receive up to 15% increase over their current salary when promoted to a higher pay grade. Increases of more than 10% require justification from the Appointing Authority.</p>
<p>Reclassifications</p>		<p>Employees on any pay schedule who are reclassified are slotted into the new pay grade at the step which is closest to, but not less than, their current pay.</p>
<p>Living Wage</p>		<p>New full-time employees will be hired at a step in the pay grade that is closest to the living wage rate if the base rate for the classification is below the Living Wage rate. The Human Resources Director will periodically conduct a review of the Living Wage rate and recommend adjustments to the Civil Service Commission.</p>

FISCAL YEAR 2014 STANDARD RANGE OPEN RANGE PAY TABLE/HEALTH

Effective 01/01/2014

GRADE	Minimum	Control	Maximum
HOURLY	8.15	9.24	10.59
BI-WEEKLY	651.88	738.76	847.36
ANNUAL	16,948.71	19,207.70	22,031.43
HOURLY	8.97	10.17	11.65
BI-WEEKLY	717.48	813.14	932.71
ANNUAL	18,654.56	21,141.56	24,250.30
HOURLY	10.08	11.42	13.11
BI-WEEKLY	806.56	914.07	1,048.45
ANNUAL	20,970.55	23,765.78	27,259.81
HOURLY	11.00	12.47	14.30
BI-WEEKLY	880.17	997.58	1,144.35
ANNUAL	22,884.35	25,937.15	29,753.14
HOURLY	12.35	14.00	16.06
BI-WEEKLY	988.04	1,119.75	1,284.38
ANNUAL	25,689.08	29,113.45	33,393.91
HOURLY	13.82	15.67	17.97
BI-WEEKLY	1,105.37	1,252.84	1,437.16
ANNUAL	28,739.77	32,573.70	37,366.13
HOURLY	15.40	17.46	20.02
BI-WEEKLY	1,232.17	1,396.52	1,601.96
ANNUAL	32,036.40	36,309.47	41,650.81
HOURLY	17.11	19.40	22.25
BI-WEEKLY	1,369.20	1,551.73	1,779.90
ANNUAL	35,599.05	40,345.03	46,277.50
HOURLY	18.96	21.48	24.64
BI-WEEKLY	1,516.45	1,718.64	1,971.38
ANNUAL	39,427.72	44,684.60	51,255.71
HOURLY	20.94	23.73	27.21
BI-WEEKLY	1,675.04	1,898.34	2,177.46
ANNUAL	43,550.89	49,356.69	56,613.94
HOURLY	23.05	26.13	29.97
BI-WEEKLY	1,844.53	2,090.42	2,397.75
ANNUAL	47,958.02	54,350.73	62,341.62
	Open Range	Open Range	Open Range

FISCAL YEAR 2014 STANDARD RANGE OPEN RANGE PAY TABLE/HEALTH

	GRADE	Minimum	Minimum	Minimum
BI-WEEKLY ANNUAL	SR12	2,026.59 52,691.33	2,296.86 59,718.46	2,634.65 68,501.05
BI-WEEKLY ANNUAL	SR13	2,428.89 63,161.27	2,752.72 71,570.74	3,410.49 88,672.51
BI-WEEKLY ANNUAL	SR14	2,832.82 73,653.31	3,210.51 83,473.13	4,286.71 109,311.12
BI-WEEKLY ANNUAL	SR15	3,347.52 87,035.60	3,793.86 98,640.28	5,340.04 136,170.94
MONTHLY ANNUAL	SR16	3,937.48 102,374.61	4,462.46 116,024.00	6,603.31 168,384.30
		Open Range	Open Range	Open Range