Gold Mining Salary Survey

RETURN TO:
ERI Salary Surveys
ATTN: Survey Department
8575 164th Ave NE, Suite 100
Redmond, WA 98052
USA
Telephone: (877) 210-6563, Fax: (877) 239-2457

(RETURN BY April 14, 2013)

General Instructions
Participation between October 1 and December 31 earns a 75% discount. After that a 50% discount will be in effect. Discounts apply to any one survey order. Required inputs exist only for the wage/salary and variable pay/incentives to be earned in this year. Data collected before April 14, 2013, will be included in the 2013 survey. ENTER DATA ONLY FOR JOBS THAT EXIST WITHIN YOUR ORGANIZATION.

Please make sure your contact information is correct, including the industry sector, location, and the organizational size dimension and measure. We will call you to go over submitted input.

- Again, fill in data for only those jobs in which your organization has incumbents. -

Should you wish, you may enter your data directly online
or download a questionnaire at:

http://salary-surveys.erieri.com/onlinesurvey

ORGANIZATION INFORMATION

* Indicates required field

* Data Effective Date: _____

*Industry Sector (Default SIC 1041) (If known please circle one NTEE _____/SIC_____/NAIC_____)

*Organization: _____

*Total Employees: _____

*Revenue: _____

Assets: _____

*First Name: _____

*Last Name: _____

*Email: _____

*Phone: _____

*Fax: _____

*Address: _____

*City: _____

*State/Province: _____

*Zip Code: _____

*Country: _____

INDUSTRY BENCHMARK JOBS

INSTRUCTIONS: For each job, all values refer to "averages" of the incumbents. If you wish to detail the information for the incumbents or they work in a different postal code, please use the Job Overflow page at the end of this section to do so. To enter the correct education level for a job, please use a value from the list below:

EDUCATION LEVELS

1 - Illiterate - non-English speaking
2 - Limited English speaking
3 - Eighth grade or equivalent
4 - High School - non skilled
5 - High School - skilled
6 - 1 year trade, technical or JC
7 - 2 year JC or apprenticeship
8 - 4 year college - non-technical
9 - 4 year college - technical
10 - Graduate degree
11 - Doctorate

Top Management Positions

1. **CHIEF EXECUTIVE OFFICER**

Plans, develops, establishes, and oversees interpretation and implementation of policies and objectives of organization in accordance with board directives and corporation charter. Responsible for the profitability of the entire organization. Holds position of the top executive and principal organization leader in the organization. This position is distinguished from others in that it is the top ranking executive and, in most cases, is the highest paid executive in the organization.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1							

2. **CHIEF FINANCIAL OFFICER**

Directs and coordinates company's financial affairs according to financial principles and government regulations. Establishes major economic objectives and policies for the company. Develop Develops, directs and prepares financial analyses of operations for guidance of management. Recommends changes and ideas to top management or Board of Directors in regard to policies and programs.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
6							

3. **CHIEF HUMAN RESOURCES OFFICER**

Directs, plans, develops, establishes, implements, and administers the personnel and human resources management function in accordance with objectives of organization. Directs human resource functions including staffing, employee orientation, education, and training, management development, employee and labor relations, affirmative action compliance, policies and procedures, workers compensation administration, wage and salary administration, benefits administration, organization development, and employee assistance. Directs staff personnel who assist in identifying, evaluating, and resolving human relations and work performance problems within establishment to facilitate communication and improve employee human relations skills and work performance.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
5							

4. **CHIEF MARKETING & SALES OFFICER**

Directs and oversees all marketing and sales functions. Plans, develops, and implements objectives, policies, and programs for marketing and sales activities of the organization.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4							

5. **CHIEF OPERATING OFFICER**

Heads, plans, oversees, and coordinates the entire operation of an organization toward the achievement of established operating objectives. Collaborates in the planning and formulation of organization policies and practices. Oversees the design, operation, and improvement of the system that creates and delivers the organization's products or services. Oversees and adjusts organization's processes and operations as necessary to ensure efficient and effective execution of policies and procedures. This position is nearly always the second highest paid position in the organization.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
2							

Middle Management Positions

6. **ACCOUNTING MANAGER**

Manages professional level accounting functions and the preparation of reports including earnings, profits/losses, cash balances, and cost accounting. Confirms accuracy of operating and financial reports.Advises upper management regarding matters, such as effective use of resources and methods, for preventing capital being frozen. Interprets accounts and records to upper management. Includes managers whose staffs may consist of a mix of professional, paraprofessional, and/or clerical accounting personnel; excludes managers whose staffs consist of 100 percent nonexempt accounting personnel.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE

1305							

7. **BENEFITS MANAGER**

Manages employee benefits program for organization. Plans and directs implementation and administration of benefits programs designed to insure employees against loss of income due to illness, injury, layoff, or retirement. Oversees preparation and distribution of written and verbal information to inform employees of benefits programs, such as insurance and pension plans, paid time off, bonus pay, and special employer-sponsored activities.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4007							

8. **BUILDING & FACILITIES MANAGER**

Manages, plans, and coordinates, through staff of skilled, semiskilled, and unskilled trade personnel, activities concerned with the operation, repair, maintenance, and construction of facilities, equipment, buildings, and grounds to minimize interruption and improve efficiency. Plans andoversees such matters as design and development of plant facilities, formulation of operating rules, regulations, and procedures. Develops procedures for use in event of accidents, fires, or other emergencies. Inspects plant facilities or reviews inspection reports, to determine repairs, replacement, or improvements required. Hires, trains, and supervises building service personnel. Assigns workers to duties such as maintenance, repair, or renovation and may obtain bids for additional work from outside contractors.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1627							

9. **CONSTRUCTION CONTRACTOR**

Contracts to perform specified construction work in accordance with architect's plans, blueprints, codes, and other specifications. Computes costs of materials, labor, and use of equipment required to fulfill provisions of contract and prepares bids.Talks with clients to negotiate terms of contract. Leads workers directly or through subordinate supervisors.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
46472							

10. **CONSTRUCTION ENGINEERING MANAGER**

Manages, coordinates, and utilizes functional authority for planning, organization, control, integration, and completion of engineering project within area of assigned responsibility. Plans and oversees engineering program and organizes project staff according to project requirements. Assigns project personnel to specific phases or aspects of project, such as technical studies, design, preparation of specifications and technical plans, and testing, in accordance with engineering disciplines of staff.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1461							

11. **ENGINEERING MANAGER**

Manages and trains an engineering team and coordinates activities of engineering department to design, process, project, and develop, produce, improve, and test components, products, systems, and services. Works on or serves as a resource on projects requiring advanced knowledge of a particular field of specialization. Provides planning, direction, and coordination for all technical activities while achieving optimum use of workers, equipment, materials, and facilities. Administers personnel functions including recruiting, hiring, review and approval of job descriptions and salary classifications, selection and placement of personnel, performance evaluations, and salary adjustments.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4033							

12. **ENVIRONMENTAL ENGINEERING MANAGER**

Manages, develops, and coordinates environmental control activities including air and water quality and land conservation policies affecting the organization and its responsibility to the organization and the public. Evaluates hazards within facility for environmental risks. Advises management on steps to prevent or mitigate environmental issues in accordance with Federal, State, and local regulations and with organization goals and objectives. Stays current with governmental compliance requirements and completes all required reports. Manages staffing, scheduling, coordinating, and planning activities.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1188							

13. **HUMAN RESOURCES MANAGER**

Manages Human Resources staff and plans, develops, recommends, and implements human resources activities, policies, procedures, and programs for an organization, assisting upper management as requested. Manages activities relating to staffing, employee education and training, management development, labor relations, affirmative action, benefits administration, and salary administration.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
19998							

14. **MATERIALS MANAGER**

Manages and administers materials management functions, such as the planning, procurement, storage, inventory control, and distribution of materials and products to meet company objectives and customer requirements. Oversees the flow of materials, parts, and assemblies within or between departments in accordance with production and shipping schedules or department priorities.Assures that maintenance of the inventory control system is accurate.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1043							

15. **PAYROLL MANAGER**

Manages and coordinates activities of staff and payroll systems at one or more locations. Reviews personnel records to determine names, rates of pay, occupations of new hires, and changes in wage rates and occupations of employees on payroll. Directs computation of differential pay according to company policy.Oversees compilation and preparation of other payroll data such as pension, insurance, bond purchases, and credit union payments. Reviews and approves payroll deductions, interprets company policies and government regulations in connection with payroll procedures, and directs preparation of government reports.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1331							

16. **PROJECT ENGINEER**

Directs, coordinates, and functionally heads planning, organization, control, integration, and completion of engineering projects within area of assigned responsibility. Plans and formulates engineering program and organizes project staff according to project requirements. Assigns project personnel to specific phases or aspects of project, such as technical studies, product design, preparation of specifications and technical plans, and product testing, in accordance with engineering disciplines of staff.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1303							

17. **PROJECT MANAGER (EXPERIENCE)**

Manages, plans, and coordinates activities of projects to ensure that goals or objectives of projects are accomplished within prescribed time frame and funding parameters. Reviews project proposal or plan to determine time frame, funding limitations, procedures for accomplishing projects, staffing requirements, and allotment of available resources to various phases of projects.Establishes work plan and multi-disciplinary staffing for each phase of project, and arranges for recruitment or assignment of project personnel. NOTE

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
388							

18. **PURCHASING MANAGER**

Manages and coordinates activities of buyers and support staff engaged in purchasing and distributing raw materials, equipment, machinery, and supplies in industrial plant, public utility, or other organization.Establishes purchasing policies and procedures and directs purchasing programs accordingly. Establishes procedures to accomplish procurement of a variety of materials in a cost-effective manner. Prepares and assigns purchase orders and change notices to purchasing agents.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4074							

19. **SAFETY MANAGER**

Manages, plans, and implements programs to reduce or eliminate occupational injuries, illnesses, deaths, and financial losses. Develops accident-prevention and loss-control systems and programs for incorporation into operational policies of organization. Manages and coordinates safety activities, through subordinate supervisory personnel, to ensure implementation of safety activities throughout organization.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1729							

20. **SUPPLY CHAIN MANAGER**

Manages all supply chain functions, which may include, but are not limited to, production planning, forecasting, material procurement, inventory control, warehousing, rate setting, outsourcing, vendor selection, and distribution. Directs all supply chain projects to ensure that they are on time and within budgetary controls.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
180							

Supervisory Positions

21. **CONSTRUCTION FOREMAN**

Coordinates and oversees activities of workers engaged in construction, installation, and repair of structures and fixtures. Studies blueprints to determine dimensions of structure. Selects materials and structural units, ensuring conformance with provisions of building code and local ordinance. Determines sequence of activities concerned with fabrication, assembly, and erection of structure. Assigns workers to such tasks as cutting material to size, building concrete forms, erecting wooden framework, installing doors, building stairs, and laying flooring.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1473							

22. **EXTRACTIVE SUPERVISOR**

Supervises and coordinates activities of employees engaged in setting apart materials in a mixture by filtering, sifting, straining, squeezing, precipitation, centrifugal pressure or agitation, and breaking materials and reducing to smaller size by compression, chipping, and smashing. Studies schedules and estimates time, cost, and labor for products, services, and/or completion of job assignments. Develops and implements methods and procedures for monitoring work activities, such as preparation of records of expenditures, progress reports, etc., in order to inform management of current status or work activities.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
37							

23. **MAINTENANCE MANAGER**

Directs and coordinates, through subordinate supervisory personnel, activities of workers engaged in repair, maintenance, and installation of machines, tools, and equipment, and in maintenance of buildings, grounds, and utility systems of mill, industrial plant, or other establishment. Reviews job orders to determine work priorities. Schedules repair, maintenance, and installation of machines, tools, and equipment to ensure continuous production operations. Allocates activities of workers fabricating or modifying machines, tools, or equipment to manufacture new products or improve existing products.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
68035							

24. **MINE FOREMAN**

Supervises and coordinates activities of workers engaged in underground, surface, or pit mining. Oversees activities, such as timbering, roof bolting, track laying, undercutting, drilling, blasting, loading, and conveying of coal, ore, or rock. Develops work schedules and assigns work to subordinates.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
7568							

25. **MINE SUPERINTENDENT**

Plans and coordinates activities of personnel engaged in extracting minerals, such as coal, ore, or rock, from underground or surface mines, pits, or quarries. Reviews data, such as maps, survey reports, and geological records, and confers with engineering, maintenance, and supervisory personnel to plan and direct mine development.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
36							

26. **PAYROLL SUPERVISOR**

Supervises and coordinates activities of workers engaged the payroll function of recording hours of work, processing time records, compiling payroll statistics, maintaining payroll control records, and calculating payrolls. Oversees computation of pay according to company policy and in accordance with government regulations and tax codes.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1332							

27. **PREVENTIVE MAINTENANCE COORDINATOR**

Coordinates and plans schedule of preventive maintenance for equipment, machinery, tools, or buildings. Reviews manufacturers' service manuals, own establishment's usage schedules, and records of maintenance problems to determine optimum frequency of preventive maintenance. Studies production and operation schedules and confers with other staff and with maintenance supervisors to determine when planned maintenance will least interfere with operation of establishment.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1616							

28. **WAREHOUSE SUPERVISOR**

Supervises and coordinates daily activities of workers engaged in materials movement or handling, receiving, loading, unloading, transporting, stacking, order filling, shipping, and maintaining stock in a storeroom or warehouse. Reviews shipping or receiving orders and requests for movement of materials and products. Develops work schedules and assigns work to subordinates.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
228							

Health Care Positions

29. **MINE INSPECTOR**

Inspects underground or open-pit mines to ascertain compliance with contractual agreements and with safety and health laws. Checks for rotted or incorrectly placed timbers, dangerously placed or defective electrical and mechanical equipment, improperly stored explosives, and other hazardous conditions. Tests air quality to detect toxic or explosive gas or dust, using portable gas-analysis equipment, in order to control health hazards and to reduce injuries and fatalities. Observes mine activities to detect violations of Federal and State safety and health standards.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
43							

Professional Positions

30. **ACCOUNTANT**

Readies and maintains financial and business transactions, applying accounting principles, that include work that is analytical, evaluative, and advisory in nature and that requires an understanding of both accounting theory and practice.Utilizes knowledge of the fundamental doctrines, theories, principles, and terminology of accountancy, and often entails some understanding of such related fields as business law, statistics, and general management.Analyzes the effects of transactions upon account relationships. Evaluates alternative means of treating transactions. Plans the manner in which account structures should be developed or modified. Ensures the adequacy of the accounting system as the basis for reporting to management. Considers the need for new or changed controls. Projects accounting data to show the effects of proposed plans on capital investments, income, cash position, and overall financial condition. Interprets the meaning of accounting records, reports, and statements. Advises operating officials on accounting matters Excludes paraprofessional accountants.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4001							
4001							

31. **BENEFITS ANALYST**

Assesses and gives advice to supervisors and managers on methods and approaches to resolving employee benefit problems. Performs administrative work involved in the benefit functions, and maintains related records. Ensures that programs are carried out in accordance with company's policies and procedures. Specializes in human resources at the professional level, and carries out responsibilities in benefits, administering and advising employees and management on the interpretation of benefit policies, programs, and procedures.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4008							

32. **BUSINESS DEVELOPMENT ANALYST**

Assesses and conducts studies, prepares reports, and gives advice on feasibility, cost effectiveness, and regulatory conformance of long- and short-range strategic plans, proposals, special projects, and ongoing programs to achieve the organization's growth and profitability objectives. Conducts field investigations, economic or public opinion surveys, demographic studies, or other appropriate research to gather required information. Converses with management or strategic planning committees to formulate strategic plans and directions, discuss overall intent of programs or projects, and determine broad guidelines for studies, utilizing knowledge of subject area, research techniques, and regulatory limitations.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
67708							

33. **BUYER/PURCHASING AGENT**

Procures materials or other goods and/or coordinates activities involved with purchasing products and services, such as raw materials, equipment, tools, parts, supplies, and advertising, for establishment. Receives and reviews requisitions requesting goods or services. Communicates with vendors to obtain product or service information, such as price, availability, and delivery schedule. Selects products for purchase by testing, observing, or examining items. Expedites orders and requests as needed. Responsibilities are those of a professional level and excluded are paraprofessional buyers.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4012							

34. **CARTOGRAPHER**

Participates in the production, measurement, and creation of maps, mapping coordinates, software, databases, and other materials related to mapmaking. Produces paper and web-delivered electronic maps of geographical areas to show natural and constructed features, political boundaries, and other features, using desktop publishing, computer graphics, and multimedia software. Typically requires four years of postsecondary training in a closely-related field along with well-developed mapping skills and knowledge of computer-assisted mapping equipment and software; however, some companies may accept equivalent education and experience combined.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1451							

35. **CHEMIST**

Researches, analyzes, synthesizes, and experiments on substances, for such purposes as product and process development and application, quantitative and qualitative analysis, and improvement of analytical methodologies. Excludes paraprofessional chemists.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4017							

36. **COMMUNICATIONS ENGINEER**

Researches, develops, designs, and evaluates communications systems and equipment. Studies communications systems and equipment, such as present and projected volume of communications, effectiveness and adequacy of system, and estimated equipment costs. Performs engineering studies to obtain data on new equipment and systems developments in communications field and adaptability of equipment to existing system. Excludes supervisory and paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1761							

37. **COMPUTER PROGRAMMER**

Programs computers. Develops, runs tests, and maintains current computer programs that provide instructions computers must follow to perform their function. Develops, designs, and tests logical structure for solving problems by computers. Writes programs according to specifications, which may be provided by Software Engineers, Systems Analysts, or other computer scientists. Updates, repairs, modifies, and expands existing computer programs. This position is distinguished from Programmer Analyst as this position may not include or involves a lesser degree of structured analysis, impact and compatibility analysis, cost analysis, computer capability analysis, feasibility studies, and user/customer interface.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4020							

38. **CONSTRUCTION ENGINEER**

Leads the development of construction engineering projects. Supports the construction engineering projects throughout the organization. Accomplishes tasks including client/project development, resource management, and supervision management of construction administration activities including construction inspection, testing, and contract administration.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
3304							

39. **COST ACCOUNTANT**

Provides detailed cost information not supplied by general accounting systems, applying principles of cost accounting. Plans study and gathers data to determine costs of business activity, such as raw material purchases, inventory, and labor. Analyzes data obtained and documents results. Excludes paraprofessional cost accounting positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1344							

40. **DATA ARCHITECT**

Defines, designs, and develops relational and/or multi-dimensional databases for warehousing of data. Confers with client, technical staff, and team members to plan, design, develop, implement, and enhance applications, scripts, procedures, and metadata for relational databases. Reviews current data structures and recommends optimizations and reconfigurations as warranted.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1872							

41. **DOCUMENTATION ENGINEER**

Plans, directs, and coordinates preparation of project documentation, such as engineering drawings, production specifications and schedules, and contract modifications, to ensure customer contract requirements are met.Reviews contract to determine documentation required for each phase of project, applying knowledge of engineering, construction, and manufacturing processesSchedules due dates for drawings, specifications, software, technical manuals, and other documents.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1205							

42. **ELECTRICAL ENGINEER**

Researches, develops, designs, tests, and evaluates electrical components, equipment, and systems, applying principles and techniques of electrical engineering. Designs electrical equipment, facilities, components, products, and systems for commercial, industrial, and domestic purposes. Designs, and may direct engineering personnel in, fabrication of test control apparatus and equipment, and determines methods, procedures, and conditions for testing products. Excludes paraprofessionals.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4029							

43. **ENGINEER RESOURCE RECOVERY**

Plans and administers studies of chemical and mechanical solid-waste recovery processes and system designs to evaluate efficiency and cost-effectiveness of proposed operations. Organize Organizes and coordinates activities concerned with study and development of solid-waste resource recovery systems and marketability of solid-waste recovery products. Positions covered by this definition are characterized by the inclusion of work that requires an understanding of both theories and principles. Excludes paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
61118							

44. **ENGINEERING CONSULTANT**

Consults with client or department heads to define need or problem. Oversees research, administers studies and surveys to obtain data, and analyzes problems to advise on or recommend solutions. Utilizes knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as technical, such as electrical engineering, construction engineering, computer engineering, other engineering fields, chemistry, scientific research, and other related technical and engineering fields. Excludes supervisory and paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
3111							

45. **ENGINEERING COST ESTIMATOR**

Estimates costs for construction projects, manufacturing of engineering products, or other projects or services requested to aid management in bidding on or determining price of product or service.Determines type of materials or equipment requirements; utilizes knowledge of products to be manufactured, services to be performed, or type of structure to be built, using blueprints and specifications. This position is distinguished from other cost estimator positions as the levels of responsibilities and complexity of work typically requires a degree in engineering.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
256							

46. **ENVIRONMENTAL TECHNICIAN**

Develops methods and devices used in the prevention, control, and correction of environmental hazards, working closely with environmental engineers and scientists. Uses principles and theories of science and engineering to solve technical problems. Work is more limited in scope and more practically oriented than that of scientists and engineers. Companies prefer at least a two-year associate's degree in engineering technology with college courses in science, engineering, mathematics, and courses in field of specialty; however, some companies may accept equivalent education and experience combined.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
2686							

47. **FACILITIES ENGINEER**

Plans and administers research and development activities concerned with design, construction, and production of facilities and systems. Determines feasibility of designing new plant equipment or modifying existing facilities considering costs, available space, time limitations, company planning, and other technical and economic factors, utilizing professional engineering theory and practices. Designs, modifies, or develops machines, equipment, or processes used in processing or production of goods and services. Excludes paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1626							

48. **GEOGRAPHER**

Studies and analyzes distributions of physical and cultural phenomena on local, regional, continental, and global scales. Evaluates the relationships of geography, political phenomena, variations in climate, vegetation, animals, soil, landforms, culture, health care, environment, and their implications for human activity. Excludes paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1606							

49. **GEOLOGIST**

Studies the composition, structure, and history of the earth's crust and ocean bottom. Analyzes rocks, minerals, and fossil remains to identify and determine sequence of processes affecting the development of earth.Utilizes knowledge of chemistry, physics, biology, and mathematics to explain these phenomena and to help locate mineral, geothermal, and petroleum deposits and underground water resources. Positions covered by this definition are characterized by the inclusion of work that requires an understanding of both theories and principles. Excludes paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1448							

50. **GEOPHYSICAL SURVEYOR**

Studies the composition, structure, and other physical aspects of the Earth. Finds, evaluates, and notes sites for subsurface exploration, marking sites selected for conducting geophysical prospecting activities concerned with locating subsurface earth formations likely to contain things such as petroleum deposits, minerals, and underground water.Determines precise elevations and records other characteristics of terrain, using a variety of sensing instruments.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1601							

51. **GEOPHYSICIST**

Studies the earth's surface and also its internal composition, using principles of physics, mathematics, and chemistry. Researches ground and surface waters, atmosphere, oceans, and magnetic, electrical, and gravitational forces. Positions covered by this definition are characterized by the inclusion of work that requires an understanding of both theories and principles. Excludes paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1446							

52. **HUMAN RESOURCES ANALYST**

Assesses personnel policies, programs, and procedures, and informs employee and management personnel on the interpretation of them. Performs professional level human resources work and carries out responsibilities in one or more functional areas, such as, staffing, employee relations, compensation, training, employment, labor relations, safety, affirmative action and employment equity programs, and personnel research.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
65949							

53. **HYDROGRAPHER**

Analyzes hydrographic data to determine trends in movement and utilization of water. Views meters and gauges to measure water flow and pressure in streams, conduits, and pipelines, and documents data. Determines water level in lakes, reservoirs, and tanks.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
5052							

54. **LABORATORY ASSISTANT METALLURGICAL**

Assesses data obtained from investigation of physical and chemical properties of metals or processes used in recovering metals from their ores to select method, standards, and procedures of examination and testing, and conducts tests. Examines operating records and test reports, or observes and investigates processing to determine conformance to established procedures, methods, and standards.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
5020							

55. **MECHANICAL ENGINEER**

Researches, develops, plans, and designs mechanical and electromechanical products and systems that may involve nanotechnology. Oversees and coordinates activities involved in fabrication, operation, application, installation, and repair of mechanical or electromechanical products and systems. Activities may involve but are not limited to electric generators, internal combustion engines, and steam and gas turbines, power-using machines such as refrigeration and air-conditioning equipment, machine tools, material handling systems, elevators and escalators, industrial production equipment, and robots used in manufacturing, etc. Excludes supervisory and paraprofessional level positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4055							

56. **MINE SAFETY ENGINEER**

Views and studies mine walls and roof surfaces, analyzes results of test air samples, and identifies compliance with safety practices upon examining mining equipment. Evaluates underground or open-pit mining areas, and trains mine personnel to ensure compliance with State and Federal laws and accepted mining practices designed to prevent mine accidents. Ensures the safe, economical, and environmentally sound operation of mines. Utilizes knowledge of mine design and practices to ensure the safety of workers and to comply with State and Federal safety regulations. Excludes paraprofessional and supervisory positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1733							

57. **MINERALOGIST**

Examines, analyzes, and categorizes minerals, gems, and precious stones. Plans and oversees studies to identify potential new mineral sources. Positions covered by this definition are characterized by the inclusion of work that requires an understanding of both theories and principles. Excludes paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
38							

58. **MINING ENGINEER**

Develops and designs open pit and underground mines, oversees construction of mine shafts and tunnels in underground operations, and devises methods for transporting minerals to processing plants. Finds, extracts, and prepares coal, metals, and minerals. Works to solve problems related to land reclamation and water and air pollution. Responsible for the safe, economical, and environmentally sound operation of mines. Ensures the safety of workers and compliance with State and Federal safety regulations. Inspects walls and roof surfaces, tests air samples, and examines mining equipment for compliance with safety practices. Excludes paraprofessional and supervisory positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
45							

59. **POWER SYSTEMS ENGINEER**

Develops and designs power system facilities and equipment and coordinates construction, operation, and maintenance of electric power generating, receiving, and distribution stations, transmission lines, and distribution systems and equipment Plans and engineers layout of generating plants, transmission and distribution lines, and receiving and distribution stations. Directs Directs preparation of, or prepares drawings and specific type of equipment and materials to be used in, construction and equipment installation. Excludes paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1104							

60. **PROGRAMMER ANALYST**

Analyzes and critiques computer programs and systems, and develops/duty> new programs. Reviews users requests for new or modified computer programs to determine feasibility, cost and time required, compatibility with current system, and computer capabilities. Configures plan outlining steps required to develop program, using structured analysis and design. Plans, develops, tests, and documents computer programs, applying knowledge of programming techniques and computer systems.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1879							

61. **REGULATORY AFFAIRS ANALYST**

Monitors and analyze issues in various phases of government regulatory procedures to identify trends important to the organization for use by management in decision making. Provides analysis and background material in responses to regulations, policies, and legislation. Participates in the development of organizational strategy to address regulatory affairs.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
5940							

62. **RISK MANAGEMENT ANALYST**

Analyzes and administers loss prevention programs and insured and self-insurance coverage for businesses and organizations; utilizes knowledge of tax and insurance strategies, securities, insurance, pension plans, and real estate. Researches accidents or losses involving company employees, contractors, or products.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1427							

63. **SOILS ENGINEER**

Studies and analyzes surface and subsurface soils to determine characteristics for construction, development, or land planning. Excludes paraprofessional positions.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1021							

64. **STRUCTURAL ENGINEER**

Plans, designs, and reviews plans for erection of structures requiring stress analysis. Designs structure to meet estimated load requirements, computing size, shape, strength, and type of structural members, or performs structural analysis of plans and structures prepared by other engineers.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1567							

65. **SYSTEMS ANALYST**

Analyzes and solves computer problems, and assures technology meets the needs of the organization. Implements system studies to assist organization to realize maximum benefit from investments in equipment, personnel, and business processes. Plans and designs new computer systems or devises ways to apply existing systems resources to additional operations. Analyzes user requirements, procedures, and problems to automate processing or to improve existing computer system.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4084							

Sales Positions

66. **COMMUNICATIONS ANALYST**

Examines and assesses the business needs for communication services and proposes network communications equipment, configuration services, installation, and enhancements to meet the business requirements of the organization. Records system performance, and maintains and assists in the interpretation of automated reports. Collects, evaluates, and reports data in order to manage communications. Excludes paraprofessionals.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1759							

67. **SALES REPRESENTATIVE**

Sells company products or services in assigned area or territory. Creates new accounts. Speaks directly with new and existing customers or clients to explain features and merits of products or services offered. Demonstrates products or services and provides assistance in the best application of products or services. Answers all questions concerning a product or service, with appropriate referrals where required. The Sales Representative (General) level is distinguished by products or services that do not require scientific training or knowledge and success is more dependent on sales ability.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4078							

68. **ADMINISTRATIVE ASSISTANT**

Supports an organization or department by performing administrative services. Assists management with administrative tasks such as tracking and compiling information of interest. Prepares Preparesvarious reports detailing the administrative information handled by the position. Reviews and answers correspondence. May handle confidential information. NOTE

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4003							

69. **ASSAYER**

Examines the nature, structure, and physical properties of metals and minerals. Tests ores and minerals and assesses results to determine value and properties of components, using spectrographic analysis, index of refraction, crystal form, solubility in acid, fusibility, chemical solutions, and chemical or laboratory equipment, such as furnaces, beakers, graduates, pipettes, and crucibles.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1450							

70. **DESIGN DRAFTER**

Drafts and prepares detail drawings of unusual, complex, or original design, working with design originators. Creates designs from verbal or written instructions. Performs unusually difficult assignments requiring considerable initiative, resourcefulness, and drafting expertise.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4200							

71. **DRAFTER**

Drafts and creates routine to moderately complex detailed drawings, sketches, and profiles used in the planning or construction of various physical projects or products. Follows directions to conceive of or create form and design variations for consideration. Usesextensive knowledge of computer-assisted drafting (CAD) equipment and software.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4028							

72. **DRAFTER GEOPHYSICAL**

Drafts and draws subsurface contours in rock formations from data obtained by geophysical prospecting party. Charts maps and diagrams from computations based on recordings of seismograph, gravity meter, magnetometer, and other petroleum prospecting instruments and from prospecting and surveying field notes.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
5019							

73. **DRAFTING SUPERVISOR**

Supervises personnel engaged in the design and/or drafting of detailed drawings for assigned area of responsibility. Interprets job requests to employees and assigns duties. Determines and directs material to be used, and other information necessary to make detailed drawing and/or design clear and complete.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1073							

74. **EARTH DRILLER**

Bores blasting holes in overburden at strip mine, open pit, quarry, or construction site, operating self-propelled or truck-mounted drilling machine. Positions and steadies machine, using jacks, and lowers drill shaft into position. Moves levers to start and advance drill into overburden, ore, or rock formation.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
39							
39							

75. **EXECUTIVE SECRETARY**

Assists departments and/or lower-level executives by providing secretarial and administrative support, usually of a confidential nature. Composes letters and memoranda from dictation, verbal direction, or from knowledge of company policy or procedures. Composes andtypes routine correspondence. Files correspondence and other records. Answers telephone, gives information to callers, routes call to appropriate person, and places outgoing calls.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4034							

76. **FIELD ENGINEERING TECHNICIAN**

Tests and examines geological fluid samples and data to determine petroleum and mineral content. Assesses sample to determine potential productivity of formation. Moves controls on panel to fire charge into formation and to operate hydraulic mechanism that thrusts and seals probe into perforation.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1449							

77. **FIELD SERVICE ENGINEER**

Installs, repairs, and services electronic equipment, such as computers, radar, missile control, avionics, and communications, in field installations.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
157							

78. **GEOLOGICAL AIDE**

Examines and compiles geological information to provide technical data to Geologist using various sources, such as surface and subsurface maps, oil and gas well activity reports, and sand and core analysis studies. Applies principles and theories of geology, science, engineering, and mathematics to solve technical problems. Work is more limited in scope and more practically oriented than that of scientists and engineers.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
5050							

79. **GEOLOGICAL DRAFTER**

Drafts and draws maps, diagrams, profiles, cross sections, directional surveys, and subsurface formations to represent geological or geophysical stratigraphy and locations of gas and oil deposits.Creates preliminary or final sketch of proposed drawing, using standard drafting techniques and devices or using computer-assisted design/drafting equipment.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1082							

80. **INSTRUMENT TECHNICIAN**

Inspects, tests, adjusts, and repairs electric, electronic, mechanical, and pneumatic instruments and systems. Detects abnormal fluctuations upon inspecting meters, indicators, and gauges. Tests accuracy of flow meters, pressure gauges, temperature indicators, controllers, radiation counters or detectors, and other recordings indicating or controlling instruments to locate defective components in system, using test equipment, such as pressure gauges, mercury manometers, potentiometers, pulse and signal generators, oscilloscopes, transistor curve tracers, ammeters, voltmeters, and watt meters.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
681							

81. **MAINTENANCE MECHANIC**

Repairs and maintains, in accordance with diagrams, sketches, operation manuals, and manufacturer's specifications, machinery and mechanical equipment, such as engines, motors, pneumatic tools, conveyor systems, and production machines and equipment, using hand tools, power tools, and precision measuring and testing instruments. Observes mechanical devices in operation and listens to their sounds to locate causes of trouble.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
867							

82. **METALLURGICAL TECHNICIAN**

Examines, with microscope, and tests metals and alloys to determine their physical properties, crystal structure, porosity, homogeneity, and other characteristics. Performs tests on samples to determine strength, hardness, elasticity, toughness, or other properties of metal.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
938							

83. **SAFETY INSPECTOR**

Inspects machinery, equipment, and working conditions in industrial or other setting to ensure compliance with OSHA regulations. Checks machines and equipment for accident prevention devices.Observes workers to determine use of prescribed safety equipment, such as glasses, helmets, goggles, respirators, and clothing. Scopes out specified areas for fire-prevention equipment and other safety and first-aid supplies. Tests working areas for noise, toxic, and other hazards, using decibel meter, gas detector, and light meter. This is a paraprofessional level and excludes Bachelor of Science degrees in engineering.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1734							

84. **SPECTROSCOPIST**

Evaluates metal and mineral samples under established procedures, using spectrograph, spectrometer, densitometer, and other measuring instruments. Analyzes densitometer or spectrometer readings to measure density ratio of specific elements in sample. Determines percentage composition of sample by comparing intensity ratio with standard charts.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
2985							

85. **STRUCTURAL DRAFTER**

Drafts and prepares working plans and detail drawings from rough or detailed sketches and notes for structures, such as traffic systems, tunnels, airports, dams, bridges, and highways, employing structural reinforcing steel, concrete, masonry, wood, and other structural materials. Produces plans and details of foundations, building frame, floor and roof framing, and other structural elements. Applies well-developed drafting and mechanical drawing skills; a knowledge of drafting standards, mathematics, science, and engineering technology; and a solid background in computer-aided drafting and design techniques.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1085							

Field, Shop, Services & Clerical Positions

86. **ACCOUNTING CLERK**

Prepares and keeps financial and business transaction data up-to-date, applying accepted procedures, and prepares reports to ensure accurate accounting records. Performs complex clerical and entry-level accounting activities. Compiles and checks source documents, such as vouchers, invoices, purchase orders, and cash receipts, for completeness and accuracy, and prepares reports. Verifies and posts details of business transactions to appropriate ledgers and journals, and totals accounts.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4002							

87. **BLASTER**

Assembles, plants, and detonates charges of industrial explosives to loosen earth, rock, stumps, or to demolish structures to facilitate removal. Examines mass, composition, structure, and location of object to be blasted; calculates amount and determines kind of explosive to be used; and marks location of charge holes for drilling.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1488							
1488							

88. **CONSTRUCTION EQUIPMENT OPERATOR**

Operates construction equipment, such as cranes, power shovels, scrapers, paving machines, motor graders, trench-digging machines, conveyors, bulldozers, dredges, pumps, compressors, and pneumatic tools. Operates, controls, and inspects machines or equipment to diagnose defects.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1464							
1464							

89. **DRAGLINE OPERATOR**

Operates power-driven crane equipped with dragline bucket suspended from boom by cable to excavate or move sand, gravel, clay, mud, coal, or other materials. Drives machine to work site. Moves hand levers and depresses pedals to rotate crane on chassis and position boom above excavation point, to raise and lower boom, to lower bucket to material, to drag bucket toward crane to excavate or move material, to place bucket over unloading point, and to tilt bucket to release material.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
193							
193							

90. **DUMP OPERATOR**

Operates and tends mechanical or electrical dumping equipment to dump materials, such as grain, raw materials, coal, or ore, from mine cars, railroad cars, or trucks into bins or onto conveyor for storage, reloading, or further processing, using one of two separate methods.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
190							

91. **HEAVY EQUIPMENT MECHANIC**

Repairs and assesses malfunctions, rebuilds, and performs maintenance on construction equipment, such as cranes, power shovels, scrapers, paving machines, motor graders, trench-digging machines, conveyors, bulldozers, dredges, pumps, compressors and pneumatic tools.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1463							

92. **HEAVY TRUCK DRIVER**

Drives straight truck with capacity of more than three tons and usually with more than six wheels to transport materials to and from specified destinations, applying knowledge of commercial driving regulations and area roads. Prepares receipts for load picked up. Stops at required weigh and check stations. Ensures accuracy of logs and other required documentation.Receives payment for goods delivered and for delivery charges. Requires a commercial driver's license.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4039							

93. **HUMAN RESOURCES CLERK**

Assists one or more functional areas within Human Resources. Performs diversified clerical and administrative activities. Makes files on all new personnel, photographing and assigning employee number. Records changes on all employee status as necessary (e.g., change of address, departmental transfers, rate increases, terminations, etc.). Verifies payroll changes with computer printout. Enrolls new employees in programs. Processes and records information, such as personal data, compensation, benefits, tax data; attendance, performance reviews or evaluations, and termination date and reason. Processes employment applications; and assisting in other employment activities.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
107582							

94. **HYDRO PNEUMATIC TESTER**

Tests boilers, tanks, fittings, pipes, and similar objects to detect and locate leaks, using compressed air or water pressure. Installs fittings on object to seal outlets and connects object to high-pressure air or water line, using hand tools. Activates air compressor or water pump until gauge registers specified internal pressure. Observes gauge for loss of pressure indicative of leaks, and examines object for escaping air or water to detect leaks.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
2697							
2697							

95. **MATERIALS HANDLER**

Loads, unloads, and moves materials within or near plant, yard, or work site. Reads work order or follows verbal instructions to ascertain materials or containers to be moved.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4054							

96. **MINING MACHINE OPERATOR**

Operates equipment that drills and blasts earth and rock excavations to construct underground shafts and tunnels for projects, such as roads, railways, and waterways. Prepares pneumatic drilling machinery and moves lever controlling drilling action to drill blastholes in tunnel heading according to spacing, angle, and depth of hole specified by tunnel heading supervisor.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
46							
46							

97. **PAYROLL CLERK**

Compiles payroll data, such as hours worked, sales or piecework, taxes, insurance, union dues to be withheld, and employee identification number, from time sheets and other records. Screens time-worked inputs for calculating, coding, or other errors. Performs action necessary to determine pay and deductions including Federal and State taxes, insurance, retirement, union dues, savings, and other deductions. Monitors computer reports alerting payroll clerk to problems or errors. Prepares computer input forms and enters data into computer files. Reconciles errors and maintain payroll records.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4062							

98. **PIPEFITTER**

Assembles, installs, and keeps pipe systems, pipe supports, and related hydraulic and pneumatic equipment for steam, hot water, heating, cooling, lubricating, sprinkling, and industrial production and processing systems maintained, applying knowledge of system operation, and following blueprints.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE

4124							

99. **POWER PLANT OPERATOR**

Operates boilers, turbines, generators, and auxiliary equipment at generating plant to produce electricity. Monitors control board and regulates equipment, according to procedures and information obtained from recording and indicating instruments.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
1092							

100. **POWER SHOVEL OPERATOR**

Operates power-driven machine, equipped with movable shovel, to excavate or move coal, dirt, rock, sand, and other materials. Receives written or verbal instructions from supervisor regarding material to move or excavate. Pushes levers and depresses pedals to move machine, to lower and push shovel into stockpiled material, to lower and dig shovel into surface of ground, and to lift, swing, and dump contents of shovel into truck, car, or onto conveyor, hopper, or stockpile.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
187							
187							

101. **RECEPTIONIST**

Greets and receives callers or visitors at establishment, and ascertains nature of business. Asks for caller's or visitor's name, arranges for appointment with or notifies person called upon on caller's arrival, guides caller to destination, and records name, time of call, nature of business, and person called upon.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4075							

102. **SECRETARY**

Assists and relieves officials of clerical work and minor administrative and business details, including basic correspondence. Files and inputs data for reports on the basis of instructions from various members of the department or company. Schedules appointments, gives information to callers, and takes notes.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
4080							

103. **TOOL MACHINE OPERATOR**

Prepares and operates variety of machine tools, such as radial drill press, lathes, milling machines, shapers, and grinders, to machine metal work pieces, such as patterns and machine, tool, or die parts, usually on custom basis. Assesses specifications and determines tooling, applying knowledge of metal properties, machining, and shop mathematics. Checks blueprint or layout on work piece to visualize machining required, and figures sequence of operations. Selects method of holding work piece.

JOB#	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE
25833							

If you are ready to submit your data and have a Promotion Code enter it here:

Job Title Overflow Addendum

If you ran out of room and wish to add more positions or you do not see a job title for which you have a position, please enter it here. If you are adding a position that already exists in the pre-printed list, please enter the corresponding job number from that entry.

JOB#	JOB TITLE	INCUMBENT COUNT	ANNUAL SALARY	VARIABLE PAY	EDUCATION LEVEL	#YRS EXPERIENCE	#EMPLOYEES SUPERVISED	POSTAL CODE