

## **Administrative Assistant IV**

**2019 Market Midpoint = 25.29**

(Implemented 2000 - See Note Below)

(2001 - 7% Across the Board Increase)

(2002 - 2001 Survey Results + 2%)

(2003 - 3% across the board increase)

(2004 - 30% of 2003 Salary Survey Market Increase)

(2005 - Received remaining 70% of 2003 Salary Survey Market Increase)

(2006 - 2005 Survey Results)

(2007 - 4% Across the board increase)

(2008 - The Admin Family Tiers were expanded from 4 to 6 Tiers - 2007 Salary Survey results + 2%)

(2009 - 2% across the board, no step increases)

(2009 - Effective 4/2/09 10% pay reduction)

(2010 - 10% pay reduction was reduced to a 5% pay reduction, no step increases)

(2011 - 2012 - Compensation remains at 2010 level, no step increases)

(2013 - Remaining 5% pay reduction returned. Compensation at 1/1/2009 level, no step increases)

(2014 - 2% across-the-board increase + 2014 step increase on DOM + up to 2 "catch-up" steps if eligible)

(2015 - 2.8% across-the-board increase + 2015 step increase on DOM + up to 2 "catch-up" steps if eligible)

(2016 - Salary Survey Results, limited to 15%, if applicable plus 1.5% across the board increase)

(2016 - 2016 step increase on DOM + final "catch-up" step on 1/1/16, if eligible)

(2017 - 2% across-the-board increase + 2017 step increase on DOM if eligible)

(2018 - 3% across-the-board increase + 2018 step increase on DOM if eligible)

(2019 - 3% across-the-board increase + 2019 step increase on DOM if eligible)

<b><u>STEP/LEVEL</u></b>	<b><u>HOURLY RATE</u></b>	<b><u>S/M SALARY</u></b>	<b><u>ANNUAL SALARY</u></b>
1	21.49	1,862.74	44,705.68
2	22.26	1,928.91	46,293.84
3	23.02	1,995.13	47,883.07
4	23.78	2,061.35	49,472.30
5	24.53	2,125.70	51,016.76
6	25.29	2,191.87	52,604.92
7	26.05	2,258.09	54,194.15
8	26.82	2,324.25	55,782.10
9	27.58	2,390.46	57,371.12
10	28.32	2,454.82	58,915.79
11	29.09	2,521.04	60,505.02