

## WWTF Operator vacancy 5/2014

**Issue:** What is the appropriate rate of pay for new hire Operator?

**Background:** We began the hiring process in March prior to Jeri departing as she advertised the position at 85% percent of the \$23.73 rate of pay or \$19.95 per hour for 180 days. Response deadline for applications closed on April 11.

We reviewed all the applications for the position and ended up with the lowest number of applications to review since my tenure began here in 2004 with just 25 applications. We reviewed and scored each applicant using a selection matrix we created for the Operator position. We selected 5 applicants to interview only to find that 2 of them had already accepted employment elsewhere. We then contacted the next two highest scoring applicants were included for the first round interviews.

After numerous meetings and changes to the pay plan Council adopted the Carlson Dettmann pay plan and a pay grid that included a Step 1 at 85% of the Control point. The adopted pay grid included this Step after the pay grid as Step 1 had been originally proposed at 87.5% of the Control point. I was under the assumption (perhaps wrongly) that this is because the City has been recruiting past "new employees" at 85% of the full scale wage per the adopted Employee Policy Manual.

We interviewed the 5 candidates the week of April 21. I informed each of the candidates that a new pay plan had recently been adopted changed and did my best to explain the JDQ process, the scoring of positions, and new pay plan scale. They were informed that the starting wage would be \$19.84 and not \$19.95 that was advertised and that instead of 6 months to reach the control point, that it would take up to 7 years (or more) to reach the full scale control point wage that is Grade H and now \$23.34.

We brought in our top 2 candidates for second interviews and have a candidate that I would like to make an offer for employment. There is considerable uncertainty as to what the appropriate wage should in this circumstance. I understand there was one other position with Parks that had similar timing issues and circumstances that was resolved at the Personnel committee. I hope to seek resolution so we can move on and make this hire and starting the training process as soon as possible.

### **Options:**

1. As advertised. Follow the initial advertisement as this was done prior to the implementation of the pay plan. Start is \$19.95 then to \$23.73 at 6 months. (this is what we have done the past 2 Operator hires)
2. Follow the pay plan and begin at Step #1 which is 85% of the market value control point and bring to control point for Operators after 6 months. Start is \$19.84 then to \$23.34 at 6 months. (similar to option 1 only incorporating the pay plan rates of pay)

3. Offer the position at 85% of Step 1 which is 30% lower than the control point and move to Step 1 at 6 months. Start is \$16.86 then to \$19.84 at 6 months.
4. Other?