

WASHINGTON STATE UNIVERSITY
 STUDENT EMPLOYMENT CLASSIFICATION AND COMPENSATION PLAN
 EFFECTIVE January 1, 2018

<u>TYPE OF WORK</u>	<u>TITLE CODES</u>			<u>WAGE RATES</u>		
	Non Work <u>Study</u>	<u>STUDENT</u>		Min. Rate	Max. Rate	
		WSU Work <u>Study</u>	Federal Work <u>Study</u>			
<u>CLERICAL ASSISTANT</u> – Performs clerical support tasks.						
LEVELS:						
I	Duties are routine and repetitive in nature as detailed by supervisor’s instructions. Duties may include receptionist tasks (i.e., answering and routing phone calls, receiving and directing visitors to the proper personnel, etc.), retail selling, simple filing, shelving books or stocking shelves, typing or word processing, scheduling and handing out media equipment, and assisting lecturer clerically in preparing for coursework.	9001	9601	9801	\$ 11.50	\$15.16
II	Duties require exercising judgment under general supervision, as well as applying skill or knowledge of bookkeeping, cash handling, inventory procedures, library rules, word processing, shorthand, data entry, and equipment operation and minor maintenance/repair of media materials.	9002	9602	9802	\$ 11.50	\$17.29
III	Duties require independent judgment, including directing work of subordinates and/or performing complex clerical duties. Tasks may involve interpretation of university policies or regulations and/or administration of a project/program requiring specialized knowledge.	9003	9603	9803	\$ 11.50	\$19.43

State Work Study Rates, see pages 8-10

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	Non Work Study	<u>STUDENT</u>		Min. Rate	Max. Rate
		WSU Work Study	Federal Work Study		
<u>LECTURER (Non-Academic)</u> – Organizes and provides expertise to lead a non-credit or non-academic course.					
LEVELS:					
I Under general supervision, provides expertise in a field of study that allows the incumbent to lead a non-academic course or workshop; seminar; and/or similar activity.	9017	9617	9817	\$ 11.50	\$23.44

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<p><u>PRECEPTOR</u> – Organizes and provides expertise to conduct a practice laboratory or lead an applied techniques course (i.e., aerobic dance/exercise, stained glass manufacture, etc.); tutor in a field of study; or proctor during a testing situation.</p>						
LEVELS:						
I	Under general supervision, provides expertise in a field of study that allows the incumbent to tutor an individual or group. Has specialized knowledge contributing to proctoring during a test, assisting students in a practice laboratory, or leading an applied techniques course.	9019	9619	9819	\$ 11.50	\$22.10
II	Independently handles all responsibilities of directing subordinate tutors or a tutoring program; applies specialized knowledge to guide students and subordinates in a practice laboratory or applied techniques course; or directs testing procedures during a standardized test and directs subordinate proctors.	9020	9620	9820	\$11.50	\$30.93

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	Non Work <u>Study</u>	<u>STUDENT</u> WSU Work <u>Study</u>	Federal Work <u>Study</u>	Min. <u>Rate</u>	Max. <u>Rate</u>	
<u>PROFESSIONAL WORKER</u> – Performs work which is predominantly original and creative in nature. Work is directly related to administrative, instructional/academic, or research programs. Positions in this classification may require a degree or equivalent experience.						
I	Duties focus on research, analysis, and evaluative tasks requiring independent judgment or tasks of a specialized nature requiring technical knowledge or background experience.	9004	9604	9804	\$ 11.50	\$36.27
II	Duties involve the above plus may make significant decisions related to the development of policies, procedures and work methods that directly affect the outcome or production of the work. May direct the work of subordinates.	9005	9605	9805	\$11.50	\$57.65

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	<u>Non Work Study</u>	<u>STUDENT WSU Work Study</u>	<u>Federal Work Study</u>	<u>Min. Rate</u>	<u>Max. Rate</u>	
<u>SERVICE WORKER</u> – Performs unskilled work primarily of a manual nature that provides comfort, cleanliness, safety, or care of buildings, facilities or grounds.						
LEVELS:						
I	Duties involve unskilled labor tasks that are routine and repetitive in nature. Minimal training is required to carry out assignments. Work is done under supervision.	9006	9606	9806	\$ 11.50	\$16.76
II	Duties involve semi-skilled labor that may require specialized training or licenses. Incumbents work under general supervision. Tasks of a specialized nature and moderate complexity may require incumbent to draw on experience and use judgment.	9007	9607	9807	\$ 11.50	\$18.63
III	Duties involve all of the above with full responsibility for work done and for directing the work of subordinates (i.e., all lead or working supervisory positions).	9008	9608	9808	\$ 11.50	\$20.77

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<u>SKILLED TRADES WORKER</u> – Performs skilled manual labor normally requiring a minimum of four years experience and/or training.						
LEVELS:						
I	Work is performed under general supervision. Tasks require knowledge and experience in a variety of related areas; design, fabrication, installation, maintenance or repair work. Projects focus on equipment, parts, construction projects (both remodeling and new) or facilities.	9009	9609	9809	\$ 11.50	\$22.37
II	Duties involve all of the above with full responsibility for work done and for directing the work of subordinates (i.e., all skilled trade lead and supervisory personnel)	9010	9610	9810	\$ 11.50	\$24.51

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	Non Work <u>Study</u>	<u>STUDENT</u> WSU Work <u>Study</u>	Federal Work <u>Study</u>	Min. <u>Rate</u>	Max. <u>Rate</u>	
<p><u>TECHNICAL ASSISTANT</u> – Performs assignments requiring special care or application of specialized knowledge gained through formal academic, technical or vocational training or experience. Positions are in direct support of administrative, professional or research staff.</p>						
<p>LEVELS:</p>						
I	Duties are routine and repetitive and performed under supervision. Tasks may include working with animals, working with computers or other electronic equipment, washing glassware in a laboratory setting, greenhouse work for a research project, etc.	9011	9611	9811	\$ 11.50	\$19.43
II	Duties require independent actions, use of judgment and specific knowledge or experience in technical specialty (generally requiring two years experience in the specialty or comparable education). Incumbent works under general supervision. Tasks include assisting with research projects, operating computer systems, preparing materials for formal presentation or use in coursework, preparing laboratory materials for project or related coursework, etc.	9012	9612	9812	\$ 11.50	\$22.10
III	Duties involve all of the above with full responsibility for work done and for directing the work of subordinates. Tasks have a high degree of complexity, including design & planning responsibilities.	9013	9613	9813	\$ 11.50	\$26.38

State Work Study Rates, see pages 8-10

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STATE WORK STUDY WAGE RATES ONLY

The following list includes EXAMPLES of classes typically used. It is not all inclusive. Call the Student Employment Center, 335-6634 with questions.

TYPE OF WORK <u>Comparable Classified Staff Titles</u>	TITLE <u>CODE</u>	MINIMUM WAGE RATES <u>01-01-2018</u>
CLERICAL ASSISTANT I	9701	
Checkstand Operator (3230-227E/27)		\$12.24
Digital Printing Operator (7228-206H/27)		\$12.24
Media Assistant 1 (3557-203O/27)		\$12.24
Office Assistant 1 (7132-100H/27)		\$12.24
Retail Clerk 1 (3220-227F/29)		\$12.72
CLERICAL ASSISTANT II	9702	
Cashier 1 (7196-149E/30)		\$13.00
Fiscal Technician 1 (7046-148L/29)		\$12.72
Library & Archives Paraprofessional 1 (7066-262I/31)		\$13.29
Media Assistant 2 (3558-203P/29)		\$12.72
Office Assistant 2 (7002-100I/29)		\$12.72
Retail Clerk 2 (7203-227G/31)		\$13.29
Secretary (7007-100S/30)		\$13.00
CLERICAL ASSISTANT III	9703	
Conference Coordinator 2 (7016-111B/35)		\$14.57
Fiscal Technician 2 (7047-148M/32)		\$13.60
Library & Archives Paraprofessional 2 (7067-262J/33)		\$13.94
Media Assistant 3 (7220-203Q/33)		\$13.94
Office Assistant 3 (7003-100J/31)		\$13.29
Program Assistant (7171-107M/32)		\$13.60
LECTURER I	9717	\$ 11.50
PRECEPTOR I	9719	\$ 11.50
PRECEPTOR II	9720	\$11.50
PROFESSIONAL WORKER I	9704	
Agricultural Research Technologist 1 (7253-570E/35)		\$14.57
Communications Consultant 1 (7049-197I/38)		\$15.62
Facilities Engineer 1 (7087-528A/50)		\$20.76
Fiscal Analyst 1 (7027-143I/40)		\$16.37
Information Technology Specialist 2 (7077-479J/54)		\$22.90
Photographer 2 (7238-204F/48)		\$19.75
Research Study Coordinator 1 (7294-323M/38)		\$15.62
Research Technologist 1 (7290-323H/35)		\$14.57

TYPE OF WORK Comparable Classified Staff Titles	TITLE CODE	MINIMUM WAGE RATES 01-01-2018
PROFESSIONAL WORKER II	9705	
Agricultural Research Technologist 2 (7254-570F/40)		\$16.37
Communications Consultant 2 (7050-197J/47)		\$19.27
Fiscal Analyst 2 (7028-143J/44)		\$17.95
Information Technology Specialist 3 (7078-479K/58)		\$25.28
Research Technologist 2 (7291-323I/40)		\$16.37
SERVICE WORKER I	9706	
Cook 1 (7242-674G/30)		\$13.00
Custodian 1 (7127-678I/27)		\$12.24
Early Childhood Program Specialist 1 (7057-256A/30)		\$13.00
Farmer 1 (7095-565I/27)		\$12.24
Food Service Worker (7247-675F/27)		\$12.24
Grounds & Nursery Services Specialist 1 (7101-591I/27)		\$12.24
Laundry Operator 2 (7248-679F/29)		\$12.72
Mail Carrier – Driver (7019-113I/28)		\$12.41
Stockroom Attendant 1 (7337/116E/27)		\$12.24
Warehouse Operator 1 (7023-117I/29G)		\$14.57
SERVICE WORKER II	9707	
Cook 2 (7243-674H/34)		\$14.25
Custodian 2 (7128-678J/29)		\$12.72
Early Childhood Program Specialist 2 (7058-256B/36)		\$14.91
Farmer 2 (7096-565J/33)		\$13.94
Grounds & Nursery Services Specialist 2 (7102-591J/30)		\$13.00
Parking Guide (7194-386E/38)		\$15.62
Stockroom Attendant 2 (7341-116F/29)		\$12.72
Warehouse Operator 2 (7024-117J/32G)		\$15.62
SERVICE WORKER III	9708	
Custodian 3 (7129-678K/32)		\$13.60
Farmer 3 (7097-565K/38)		\$15.62
Food Service Supervisor 1 (7240-675H/37)		\$15.25
Grounds & Nursery Services Specialist 3 (7103-591K/33)		\$13.94
Security Guard 1 (7192-385K/39)		\$15.97
Trades Helper (7119-626I/33G)		\$15.97
Warehouse Operator 3 (7025-117K/36G)		\$17.15
SKILLED TRADES WORKER I	9709	
Carpenter (7309-605E/42G)		\$19.75
Equipment Technician I (7111-600I/33G)		\$15.97
Maintenance Mechanic 1 (7120-626J/42G)		\$19.75
Painter (7323-619F/42G)		\$19.75

TYPE OF WORK <u>Comparable Classified Staff Titles</u>	TITLE <u>CODE</u>	MINIMUM WAGE RATES <u>01-01-2018</u>
SKILLED TRADES WORKER II	9710	
Electrician (7314-608F/46G)		\$21.81
Equipment Technician 2 (7112-600J/42G)		\$19.75
Maintenance Mechanic 2 (7121-626K/46G)		\$21.81
Plumber/Pipefitter/Steamfitter (7325-621F/46G)		\$21.81
TECHNICAL ASSISTANT I	9711	
Animal Technician 1 (7263-525E/27)		\$12.24
Broadcast Technician 1 (3550-201E/36)		\$14.91
Facilities Drafting Technician 1 (4654-540H/36)		\$14.91
Graphics Assistant (7379-198E/32)		\$13.60
Information Technology–Computer Operator 2 (7180-4800/36)		\$14.91
Information Technology–Data Processor 2 (7177-480G/34)		\$14.25
Information Technology Technician 1 (7081-481A/38)		\$15.62
Instruction & Classroom Support Technician 1 (7053-255M/39)		\$15.97
Laboratory Assistant 1 (7280-510E/38)		\$15.62
Laboratory Technician 1 (7281-510G/42)		\$17.15
Media Technician (7206-203E/28)		\$12.41
Plant Technician 1 (7256-570J/32)		\$13.60
Research Aide 1 (7288-509E/31)		\$13.29
Research Study Assistant (4867-323L/33)		\$13.94
Veterinary Specialist 1 (7083-524A/40)		\$16.37
TECHNICAL ASSISTANT II	9712	
Animal Technician 2 (7264-525F/28)		\$12.41
Broadcast Technician 2 (7217-201F/42)		\$17.15
Drafting Technician 2 (4641-540E/41)		\$16.75
Electronics Technician 1 (7267-592J/37G)		\$17.55
Information Technology Technician 2 (7082-481B/42)		\$17.15
Instruction & Classroom Support Technician 2 (7054-255N/44)		\$17.95
Laboratory Technician 2 (7282-510H/45)		\$18.41
Plant Technician 2 (7257-570K/37)		\$15.25
Recreation & Athletic Specialist 1 (4167-701E/35)		\$14.57
Research Aide 2 (7289-509F/37)		\$15.25
Stage Technician 1 (7222-202E/39)		\$15.97
Veterinary Specialist 2 (7084-524B/44)		\$17.95
TECHNICAL ASSISTANT III	9713	
Animal Technician 3 (7265/525G/31)		\$13.29
Drafting Technician 3 (7259-540F/45)		\$18.41
Electronic Media Producer (7225-200E/41)		\$16.75
Electronics Technician 2 (7268-592K/45G)		\$21.26
Engineering Technician 1 (7270-538G/45)		\$18.41
Graphic Designer (7205-198F/42)		\$17.15
Information Technology Specialist 1 (7076-479I/48)		\$19.75
Instruction & Classroom Support Technician 3 (7055-255O/47)		\$19.27
Veterinary Specialist 3 (7085-524C/47)		\$19.27