



SUBJECT

Salary Ranges  
Management Confidential Classifications

APPROVED BY OMNITRANS  
BOARD OF DIRECTORS

DATE: March 1, 2017

EFFECTIVE: March 1, 2017

I. Purpose

To state Omnitrans' policy on salary ranges for Management and Confidential classifications.

II. Scope

All Departments

III. Procedure

A. The Director of Human Resources Safety & Regulatory Compliance is responsible for compensation administration and will modify and issue, from time to time, pay ranges and guidelines for salary adjustments as approved by the Board of Directors.

B. The CEO may increase the range to accommodate salary in lieu of providing an agency vehicle when necessary.

Classification	Minimum	Mid-Point	Maximum
<u>Level I</u> (reserved for future consideration)			
<u>Level II</u> Director of Finance Director of HR SRC Director of Information Technology Director of Internal Audit Director of Maintenance Director of Marketing & Planning Director of Operations Director of Procurement Director of Special Transportation Services Director of Rail Operations	8,314	10,323	12,332
<u>Level III</u> Accounting Manager Contracts Manager Development Planning Manager Employee Relations Manager Facility Manager Maintenance Manager Safety & Security Regulatory Compliance Manager Service Planning Manager Transportation Manager Treasury Manager Rail Compliance Officer	6,791	8,414	10,037



**PERSONNEL POLICY MANUAL**

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Level IV 6,245 7,359 8,475

- Database Administrator
- Materials Manager
- Network Administrator
- Senior Contract Administrator
- Special Transportation Services Manager
- System Coordinator
- Technical Services Manager

Level V 5,419 6,544 7,539

- Application Developer
- Application Specialist
- Sr. Executive Assistant to the CEO/GM
- Assistant Transportation Manager
- Contract Administrator
- Customer Service Manager
- Dispatch Supervisor
- Environmental/Occupational Health & Safety Specialist
- Facility Supervisor
- Fleet Safety & Training Supervisor
- HR Leave Administrator
- Security & Emergency Preparedness Coordinator
- Maintenance Supervisor – Special Transportation Services
- Marketing Manager
- Programs Administrator – Special Transportation Services
- Purchased Transportation Administrator
- Safety & Regulatory Compliance Specialist
- Senior Financial Analyst
- Shift Supervisor
- Systems Engineer
- Web Designer

Level VI 4,773 5,719 6,665

- Accountant
- Executive Staff Assistant
- Field Supervisor
- Fleet Safety & Training Instructor
- Human Resources Analyst
- Human Resources Specialist
- Network Technician
- Scheduling Analyst
- Sales Supervisor
- Stops and Stations Supervisor



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Transit Technical Trainer

<u>Level VII</u>	4,356	5,221	6,086
Contract Review Analyst			
Department Senior Secretary			
Dispatcher			
Marketing Specialist			
Planner I			

<u>Level VIII</u>	3,800	4,426	5,053
Administrative Secretary			
Fleet Analyst			
Human Resources Assistant			
Paratransit Eligibility Technician			
Payroll Technician			
Warranty Coordinator			

<u>Level IX</u>	3,130	3,657	4,183
Human Resources Clerk			
Administrative Assistant – Special Transportation Services			
Class B Technician – Special Transportation Services			
Client Relations Coordinator – Special Transportation Services			
Travel Trainer – Special Transportation Services			

When range changes occur every two years, Management & Confidential employees will maintain the same placement (compa ratio) in the new range.

The following classifications are for Capital Projects and are mandated by the FTA:

Level I

<u>Level II</u>	8,314	10,323	12,332
Construction Manager			

<u>Level III</u>	6,791	8,414	10,037
Quality Assurance Manager			

<u>Level IV</u>	6,245	7,359	8,475
Construction Safety Manager			

<u>Level VI</u>	4,773	5,719	6,665
Project Analyst			



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Level VIII

3,800

4,426

5,053

Adm. Secretary-Capital Projects